

**CALL FOR SPEAKER AND PRESENTATION PROPOSALS FOR:
THE 6TH INTERNATIONAL SCHOOL SOCIAL WORKERS CONFERENCE**

CONFERENCE FOCUS:
CHILD FRIENDLY SCHOOLS

PLACE:
ULAANBAATAR, MONGOLIA

DATE:
WEDNESDAY 10 – FRIDAY 12 JUNE 2015

ORGANISED BY:
MONGOLIAN ASSOCIATION OF SCHOOL SOCIAL WORKERS

ORGANISATION WEBSITE:
www.massw.org

CONFERENCE WEBSITE:
www.isswc.massw.org



The banner features a large logo on the left with the letters 'ИИХ' in blue and yellow, and the Mongolian text 'ОЮУНЫ ГЭГЭЭ НИЙГЭМЛЭГ' below it. To the right of the logo, the text reads 'The 6th International School Social Work Conference Ulaanbaatar, Mongolia'. Below the logo and text is a collage of photos showing children and social workers. A dark blue box in the bottom right corner contains the dates '10 - 12 June 2015'.

Mrs Munkhjargal Bujgar, the Director of the Mongolian Association of School Social Workers, cordially invites all interested parties to nominate themselves as speakers and submit presentation proposals in line with the theme 'Child Friendly Schools' for the 6th International School Social Workers Conference happening in June 2015 in Ulaanbaatar, Mongolia.

The topics the conference would like to focus on are as follows, but you are also welcome to propose a topic inline with the theme 'Child Friendly Schools':

- **Positive relationships:** Creating positive relationships in schools
- **Child protection:** Ensuring child protection for all children
- **Child participation:** Enabling children to participate and to develop at school
- **Cooperation:** Coordinating family involvement and support of their children

Please review all submission criteria and then complete and submit the speaker and presentation proposal form by 1 September 2014. Incomplete submissions will not be considered. Proposals are to be submitted electronically to Mrs Munkhjargal Bujgar at info@massw.org. All speakers will be required to pay their registration fees by 31 December 2014 to be included in the conference program.

IMPORTANT DATES:

- 1 September 2014 – Deadline for submission of proposals
- 1 October 2014 – Notification of acceptance of proposals
- 31 December 2014 – All speakers must be registered for the conference

CRITERIA FOR SUBMITTING YOUR PRESENTATION PROPOSALS:

Please read all the instructions carefully and complete the speaker and presentation proposal form at the end of this document. All fields must be completed to be considered. Please note that the official language of the conference is English and translation will be provided.

SELECTION CRITERIA:

The Director of the Mongolian Association of School Social Workers will select proposals based on the following criteria:

1. Importance of the topic to school social work
2. Usefulness to conference delegates and social work practitioners
3. Relevance to school learners, families and social workers of diverse groups

SECTION A: GENERAL INFORMATION

Proposals must include all the information requested in this section as delineated below. Each room at the conference site will be equipped with a projection system and a screen. If you plan to use a laptop, please be sure the battery is charged or bring your own power source.

1. **Title of presentation:** Limit to 12 words. Longer titles will be edited.
2. **Abstract:** Limit to 50 words. Provide a brief summary that clearly relates to the theme and primary topic area. Proposals without an abstract of 50 words will not be considered.
3. **Type of sessions requested:** Three presentation formats are available. Select the format that best fits the content and outcomes of your proposal from the list below. Due to limited program slots, the Director may determine it necessary to assign your session a format or length of time different from the one you select.

Lecture

25 minutes for individuals to present material about a specific topic.

Round table sessions

15 minute sessions that allow for conversations and sharing among participants that address a topic within an area of focus.

Format

Roundtable sessions allow maximum interaction among presenters and with attendees.

Presentation Guidelines

Each roundtable at the session will have a designated Chair knowledgeable about the research area, to facilitate interaction and participation. Each roundtable session will be scheduled for a 15-minute timeslot.

Room Set-up

The roundtable sessions will be in a large room and the tables arranged to maximize discussion and interaction. Tables will start with 10 chairs, and additional chairs will be available around the room to be readily added to popular roundtable discussions.

Poster

45 minute sessions that visually present a research study, program or project.

Format

Poster sessions are designed to foster maximum interaction with the audience. Typically, there are multiple poster sessions assigned to each time slot. Attendees move through the room from poster to poster. **Poster session presenters must: (1) prepare a poster exhibit of high quality that can stand alone in conveying information, and (2) attend the entire poster session and address questions from attendees.**

Presentation Guidelines

- The presenter should prepare an outline of the major points of the paper.
 - Presentations should represent on the average a 7-10 minute summary of the paper.
 - Highlights may be given covering such points as the purpose of the study, description of the sample, methodology, problems, and major findings, conclusions, or recommendations. The amount of time devoted to each highlight will vary according to the author's evaluation of the importance of each area to the paper.
4. **Acceptance of another session type:** If you are willing to accept another session format, please tick the appropriate box.
 5. **Acceptance of an alternative session length:** If you are willing to accept a session of a different length please tick the appropriate box.
 6. **Focus areas and topic areas:** A broad range of topics will be included in the conference program. Selection of the focus and a primary topic area is extremely important to ensure that your proposal is directed to reviewers qualified to make the most appropriate evaluation of its merits. The Director in developing a balanced conference program will also consider topic areas. Select **one** focus and **one** primary topic area.

Focus areas; please indicate one:

- Research
- Policy/Advocacy
- Practice

Topic areas; please indicate one in your paper:

- **Positive relationships:** Creating positive relationships in schools
- **Child protection:** Ensuring child protection for all children
- **Child participation:** Enabling children to participate and to develop at school
- **Cooperation:** Coordinating family involvement and support for their children

7. **Target Audience. Please indicate the one primary and one secondary target audience of your presentation within your paper:**

- School Social Workers
- Parents/Families
- Researchers
- School learners
- Policy makers
- Government
- Non-government Organisations
- International Organisations
- Associations

8. **Number of presenters including proposer:** Indicate the total number of speakers who will be participating in the presentation. The number of speakers must be appropriate for the length of the session e.g. a poster session or a 25 minute lecture should include no more than 4 speakers. If your proposal is accepted, you will have an opportunity to provide the information for your co-presenters at a later date.
9. **Proposer contact information:** The following information is required for the proposer. Be sure to use FIRST NAME, LAST NAME format.
 - Name
 - Position and title
 - School/Organisation
 - Permanent mailing address
 - Telephone and mobile numbers
 - Email address

SECTION B: COMMITMENT TO REGISTER AND VERIFICATION

If your proposal is accepted, ALL individual speakers must register by 31 December 2014 to have their name(s) included in the conference program.

For further updates go to our website www.isswc.massw.org

SPEAKER AND PRESENTATION PROPOSAL FORM:
THE 6TH INTERNATIONAL SCHOOL SOCIAL WORKERS CONFERENCE

Please submit electronically to Mrs. Munkhjargal Bujgar at info@massw.org

1. Title:

2. **Abstract** (Briefly explain what you would like to talk about, and why you think it would be suitable. Provide links if applicable and attach any documents to support your request. **50 words MAXIMUM**):

3. Type of Session:

Lecture

Poster

Round Table

4. Would you be willing to accept another session type? Yes No

5. Would you be willing to accept a different session length? Yes No

6. Please list:

Focus Area:

Topic Area:

7. Target Audience:

8. Presenter details:

Primary presenter

Name:

Position and title:

School/Organisation:

Permanent mailing address:

Telephone number:

Mobile number:

Email address:

Secondary presenter

Name:

Position and title:

School/Organisation:

Permanent mailing address:

Telephone number:

Mobile number:

Email address:

Third presenter

Name:

Position and title:

School/Organisation:

Permanent mailing address:

Telephone number:

Mobile number:

Email address: