

‘Researching and Evaluating Personal Development Planning and e-Portfolios.’

Proposal Form: Call for Contributions

Proposals, in electronic format only, should be submitted to Gail Young at the Centre for Recording Achievement (Gail@recordingachievement.org) by **Tuesday 11th July 2006**. These should be **no more than 250 words in length**.

Please include the following details:

Name(s):			
Institution(s):			
Address for correspondence:			
Email :		Post/ZIP Code:	
Tel:		Tel:	
Title of proposal:			
Seminar theme(s):			
Paper (30 minutes) - Workshop (60 minutes)			
Please add your proposal (no more than 250 words) to the end of this form and include the following as appropriate:			
Session Learning Outcomes (What will delegates be able to do on completion of the session)?			
Session Outline (Key issues to be addressed):			
Session Activities (An indication of how the session will be structured and how activities and discussion will be facilitated):			
References (Key texts mentioned in the outline):			
IT or audio visual requirements (Data Projector and laptop as standard. If other equipment is required please request it here and provide a rationale for why it is necessary to your session's activities):			
Proposals will be included in the Seminar Handbook which will be sent to all participants before the event.			