2021 BIENNIAL CONFERENCE
Landscapes of Relationships – Inspiration, exchange and dialogue for the future of childhood.

8 – 11 JULY 2021
Melbourne Convention and Exhibition Centre

GUIDELINES FOR SUBMITTING CONFERENCE PRESENTATION PROPOSALS

Submissions must be received by **30 October 2020.** Successful applicants will be notified in December 2020.

Please read these guidelines and review the checklist prior to commencing your online submission. Incomplete submissions will not be submitted to the selection panel.

The following information must be included in all submissions:

1. **Group contact information**
    For submissions that include more than 1 presenter, please nominate the group contact person for your submission. Please ensure you include the group contact's email address and phone number. You will also be asked to complete the full name, phone number and email address of additional presenters. Please click here + at the end of the line to add additional presenter's information.

2. **Presenter Biography**
    Please include biography information for **each presenter** for inclusion in the conference program and website, e.g. qualification(s) and work experience if your group consists of three or fewer presenters. For groups of four or more please include a synopsis of the group's biography.

3. **Presenter Headshots**
    Please include a headshot for each presenter, this is for inclusion in the conference program and website. You will be able to upload files through the online form. If you experience any difficulties please send the files to caryn@reggioaustralia.org.au clearly marked with the name of the group contact. This is an essential part of the submission and incomplete submissions will not be submitted to the selection panel.

4. **A brief history of your interest in and work with the educational project of Reggio Emilia**

5. **Presentation Type** e.g. seminar; interactive workshop; other.

6. **Title of your presentation**

7. **Session Outcomes:** An invitation for participants to reflect ….

8. **5 key words/themes** which your paper aims to address.

9. **Presentation Summary**: In no more than **250 words** a brief summary of your presentation, including your target audience (kindergarten/preschool; LDC; school; university, other). This will be used in the conference program and on the website.

10. **Audio visual requirements for presentation**

11. **The relevance of your paper to the conference theme**

12. **Permission to Print:** Permission will be sought from authors of successful **Call for Conference Presentations** for the REAIE biennial conference to reproduce successful papers in print form (either digital or hard copy) following the conference. Unsuccessful candidates maybe approached to further develop their submission into an article for the Online Piazza or the Challenge Journal.

13. **Referees:** The name, phone number and email of at least 2 referees for your group.

14. **Supporting photographs/drawn images:** presenters are welcome to submit supporting images, please ensure that supporting photographs of/drawn images by children must have prior **written permission from parent/guardian(s) at the point of submissions.**

CHECKLIST:

1.	**Group contact information**	
2.	**Presenter Biography**	
3.	**Presenters Head Shots**	
4.	**A brief history of your interest in and work with the educational project of Reggio Emilia**	
5.	**Presentation Type** e.g. seminar; interactive workshop; other.	
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14.	**Supporting photographs/drawn images**	