

**Conference Submission form**

**Teaching and Learning Conference**

Deadline for submissions: 19 February 2016 **15 and 16 June 2016**

The theme for LJMU’s Annual Teaching and Learning Conference is ‘Supporting transition: exploring pathways to success’ with a focus on new insights into university teaching and learning, wherever it takes place.

The Conference is open to all members of the HE sector with an interest in teaching and learning and will take place at the Redmonds Building, Brownlow Hill, Liverpool.

We are seeking submissions, both short presentations and posters, on teaching innovations, interventions and practices that enhance learning, or that debate current issues in higher education teaching. We particularly welcome presentations from, or in partnership, with students or cross-school/faculty/institutional contributions.

Please note, a submission does not guarantee a place on the programme. Offers to present will be prioritised based on a combination of any of the following:

* A clear link to the conference theme of ‘Supporting transition: exploring pathways for success’;
* Outcomes from university funded Curriculum Enhancement Projects, Internships and Teaching and Learning Awards;
* The use of students as partners in research activity;
* Clear interest or transferability across disciplines;
* Use of the student voice to enhance the learning experience;
* Initiatives for engaging students in classroom delivery;
* Interesting and effective use of technology to engage students on and off campus.

Submissions need to ensure they are not highly subject-specific and have interest to a wide audience. Title of presentations must not exceed 15 words. Successful abstracts will be published on the LJMU website before and after the conference. Abstracts should be no longer than 300 words and give a brief overview of the session.

Submission forms that have not been completed fully or have an abstract of more than 300 words will be marked down.

Please complete the form below and email to LJMUTLC16@ljmu.ac.uk

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| --- |
| **Main presenter details** |
| **Lead presenter first name** |  |
| **Lead presenter last name** |  |
| **Faculty/Institution** |  |
| **Email** |  |
| **Telephone number** |  |

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| **Presentation details** |
| **Presentation Title*****(Do not exceed 15 words)*** |  |
| **Presentation Type** ***(Please delete as appropriate)*** | * 25 minute *(15 minute* ***presentation*** *with 10 minutes for questions/discussion)*
* Poster
 |
| **Abstract*****(Must not exceed 300 words)*** |  |
| **Audience involvement** | Please explain briefly how you will involve the audience in your presentation, for example, questions and answers, use of interactive technology, quizzes etc: |
| **Facilities you will require*****(Please delete as appropriate)*** ***All rooms will have a PC, data projector, sound, CD ROM & memory stick access and access to the internet*** | * Connection to use own laptop
* More than one computer

Briefly list what software/technology you will use to make your presentation: |
| **Timetabling** | If there is a particular time/day when you **cannot** present, please indicate this: |
| **Keywords** | Please list 4 keywords or phrases to help delegates select sessions: |
| **Submission theme*****(please delete as appropriate)***  | Conference programme will be themed the under categories below; please select the appropriate category for your submission:* Innovation
* Assessment
* Student Partnership
* Delivery
* Internationalisation
 |
| **Co-presenter(s)** ***(if more than one co-presenter please add additional lines)*** |
| **First name** |  |
| **Last name** |  |
| **Faculty/Institution** |  |
| **Email** |  |
| **Telephone number** |  |
| **Students** |
| **Student participation** | Please indicate here if you have any students who will be participating in the above session: |

Deadline for Conference submission is **19 February 2016**. Submissions are to be emailed to LJMUTLC16@ljmu.ac.uk. If you have any questions please contact Kaylie Fortune in the first instance by either emailing k.a.fortune@ljmu.ac.uk or calling Tel: 0151 231 8678.