

# FREQUENTLY ASKED QUESTIONS

## 1. How do I decide which topic area(s) to select?

The topic areas selected must reflect the primary and secondary focus of your proposal. Each topic area is assigned to a member of the Program Advisory Committee (PAC). It will be assigned to the PAC member that represents your primary topic area. Selection of the primary and/or secondary topic areas is extremely important to ensure that your proposal is directed to reviewers qualified to make the most appropriate evaluation of its merits. The PAC Representative will then assign 2 to 3 reviewers to review your proposal.

## 2. What will happen to my proposal once it is received by CEC?

Your proposal will be assigned to a review team who have been identified by the Program Chairs and the Program Advisory Committee (PAC) and who have knowledge and expertise in the specific topic areas and/or area of high interest you indicated. *Each proposal is reviewed without proposer identification.* Your proposal abstract and description should not contain any identifying information. Proposals containing any identifying information may be removed from consideration. Reviewers are guided in their review by the selection criteria stated in the Call. Your proposal will receive a score for each criterion and a recommendation from each individual reviewer to "Accept," "Wait List," or "Not Accept." Scores, recommendations, and any comments are sent to a Review Team Leader who is a member of the PAC. Each Team Leader will review the scores and recommendations for his/her topic area and make a final recommendation to accept, wait list, or not accept each proposal. The PAC members consider program balance and ensure that important topical areas are represented on the convention program.

## 3. If my proposal is accepted, can I report results of my dissertation during my presentation?

Although you may wish to present the results of your dissertation, please keep in mind that most attendees are looking for how your research can help them in teaching students with disabilities/gifts and talents, in improving their programs and services, and in other applications for their professional roles and responsibilities. Limiting your presentation to the dissertation itself is not appropriate.

## 4. When will I hear about the status of my proposal?

Each proposer will be notified of the status of their proposal by the end of August 2022. If your proposal is accepted, you will also receive information regarding convention registration and housing. Please note: If you have not received notification by late August, please contact Renee Glasby at CEC, [rglasby@exceptionalchildren.org](mailto:rglasby@exceptionalchildren.org), 1-888-232-7733, ext. 422, regarding the status of your proposal.

## 5. Can I request that my session be scheduled for a certain date and time?

Individual requests for a certain date and time cannot be granted; therefore, submission of a proposal indicates your willingness to present at the time you are scheduled.