

King's Education Conference 2024 - Content Proposal Form

The Education Conference will take place on Thursday 13 June at Bush House (on the Strand Campus).

If you would like to view the full form prior to beginning, you can download a static copy here (but please note, annotations on the static copy will **not** be accepted as proposals - all proposals are collected via this form only).

The deadline to submit your content proposal is **Monday 29 April 2024, at midday (12:00)**.

Key info:

- Please note that this content proposal form is for **King's staff only**. Student presentations are also welcome but must be co-created or sponsored by a staff member, who must lead on submission and add the student's details under the co-presenter section.
- Submitting a proposal does **not** automatically register you for the conference. You must complete a registration form in addition: <https://forms.office.com/e/gybJC4bKLn>
- One form per proposal should be submitted (if you are submitting more than one proposal, you should start a new form for each proposal).
- All proposals will be reviewed by the Conference Committee who will revert with one of three decisions: accepted, accepted with revisions, declined.
- Decisions will be communicated on Tuesday 14 May with your proposed timeslot.
- If your proposal is successful, you will have until Friday 24 May to accept your place.

If you have any questions about the conference, please check the FAQ section of the website first:

<https://www.kcl.ac.uk/academy/networks/education-conference-2024>

If your question remains unanswered, please email kings-academy@kcl.ac.uk

* Required

* This form will record your name, please fill your name.

Your Details

1. Your full name

*Please note, this is how your name will be printed on all Education conference-associated literature, including the Programme and your name badge. **

2. Your Faculty/Directorate *

- Arts & Humanities
- Business
- Dentistry, Oral & Craniofacial Sciences
- Law
- Life Sciences & Medicine
- Natural, Mathematical & Engineering Sciences
- Nursing, Midwifery & Palliative Care
- Psychiatry, Psychology & Neuroscience
- Social Science & Public Policy
- Centre for International Education and Languages
- Other

3. Department *

4. Is your paper being co-presented? *

- Yes
- No
- Other

About your co-presenter

If you have more than one, please add details about all co-presenters in this section

5. Please provide their name and King's email address *

6. Is your co-presenter a student? *

Your Content Proposal

7. Which conference theme(s) does your proposal align with? Please try to pinpoint **only one**, but if you feel your proposal covers more than one theme **equally**, you are able to tick more than one. *

- Inclusive Education:** Pressures on our students are intensifying. Some are hit harder than others because of circumstances beyond their control. Join our conversations about creating equitable and accessible learning environments, as we explore strategies and practices that celebrate diversity, accommodate varying needs, and promote the full participation of all learners.
- Student Partnership & Student Voice:** What are the opportunities for our student community to shape their own educational journeys and how are we fostering meaningful partnerships, amplifying student voices, and enhancing their learning experience through collaborative engagement?
- Pedagogies of care:** We would like colleagues to share their experience or ideas of educational practices that prioritize both staff and student wellbeing and that foster a culture of empathy and support. We hope to explore transformative strategies that go beyond traditional teaching methods, promoting holistic approaches that nurture the mental, emotional, and academic flourishing of the whole educational community.
- The Future of Teaching & Learning:** We invite you to share the needs, challenges or opportunities you see approaching. These may be in education for sustainability, digital futures, internationalisation, or another change in your educational context. You could set out the situation and what it implies for curriculum design, educational practice and/or learning environments. You could talk about how to respond, either as plans or already underway.
- Other

8. There are three presentation formats to choose from - two session formats and a poster presentation. Please read the descriptions below and select the format that best reflects your session plan. *

- Session format A: Research or Scholarship Presentation [30-minute slot total. Suggested format: 15 minute presentation, 15 minute Q&A].** The sharing of a completed or partially completed educational research or scholarship practice or activity. This may include context of the practice or activity, pedagogies applied, implementation and evaluation undertaken. Within this slot, it is likely that you will be paired with another colleague presenting in the same format.
- Session format B: Interactive Workshop [1hour slot total].** Active learning session engaging participants in reflection or application to their own discipline or field.
- Poster Presentation:** The poster presentations will take place during a designated timeslot (to be determined) and are an informal opportunity for colleagues to discuss their content. Posters will be part of an open display - this is a fantastic opportunity to engage in informal 1-1 or small group discussions.

9. Your content proposal's title *

This will be published as part of all Conference-associated literature, including the Programme

10. Abstract *

In no more than 200 words, please provide a description of your content.

This will be used by the Conference Committee who make decisions on content proposals and, if accepted, will be published as part of the Conference Programme, so please check it carefully for accuracy.

11. Your availability *

It's helpful for the Conference Committee when colleagues wishing to present are available for the full day of the event (Thursday 13 June 2024). This helps us curate the day's content and offer you a timeslot that works around the overall structure of the day.

However, we recognise this isn't always possible and we don't want to risk excluding colleagues from contributing their fantastic content to the day on this basis.

If your proposal is accepted, the Conference Committee will allocate you a timeslot for your presentation.

- Please use this section to indicate the timeslots that you **are able** to present during. Flexibility, where possible, is greatly appreciated so please tick as many timeslots as you can.
- If you are submitting 'Session format A: Research or Scholarship Presentation' you must be available for the **full hour** as you will likely share this timeslot with another colleague presenting in the same format.
- The timeslots are detailed below and we anticipate three slots to run simultaneously across these times.

Your flexibility, where possible, is greatly appreciated.

- 10:15 - 11:15
- 11:30 - 12:30
- 13:30 - 14:30
- 14:45 - 15:45
- All of the above: I am available for the full day
- N/A: I am submitting a poster presentation, which only takes place during one designated slot.

Next Steps

12. Outcomes will be communicated via email (to the address provided in Section 1) on Tuesday 14 May with your proposed timeslot.

Should your proposal be successful, you will have until Friday 24 May to accept your timeslot and confirm your session description.

If you will be unavailable during this time, please indicate this here. Otherwise, please confirm that you are aware that your place on the agenda is not confirmed until you accept your timeslot. *

- I understand that if my proposal is accepted, my place is not confirmed until I accept
- I will be unavailable during this time to confirm (provide more details in Q14)

13. If you selected 'I will be unavailable during this time to confirm' on the question above (Q13), please provide some detail to help us problem-solve this issue. If this does not apply, please write 'N/A' *

14. Please let us know if you have any accessibility requirements which need to be considered during the planning stages of the conference

15. The conference will conclude with a closing reflections plenary panel. Would you like to join the panel? *

The closing Reflections Panel is an opportunity for members of our community to come together and reflect on the sessions and what we can challenge and take forward. Prior to the conference, Panel members will be given a range of questions to reflect on and then we will take questions/comments/reflections from the audience.

- Yes
- No

16. How did you find out about the Education Conference 2024? *

- I am familiar with the conference, so enquired/ sought out information on it
- Direct mailings from King's Academy, including the monthly King's Academy Update
- King's Academy Website or Intranet
- King's Essentials Newsletter
- Faculty communications
- Through a colleague

17. I understand that submitting a content proposal does not automatically register me as an attendee, and I must complete the registration form if I wish to attend the conference:

<https://forms.office.com/e/gybJC4bKLn> *

Yes

18. Is there anything else you'd like to tell us?

Please use this section to share any information which you feel is important that wasn't captured elsewhere on the form

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