



Proposal Planning Guide

Thank you for considering presenting at the 2025 Iowa Science of Reading Summit! One of the intended outcomes of the Iowa Science of Reading Summit is for attendees to gain better understanding of research, practical tips, and actionable strategies they can implement to improve student outcomes by participating in engaging, active sessions. Below is helpful information to assist you in supporting this outcome while preparing your [proposal](#).

Proposal Information: Please be prepared to provide the following information:

- Presenter information
- Preferred session format
- Identification of category/ies that align/s with your presentation
- Identification of grade bands
- Title of presentation
- 3-4 presentation objectives
- Presentation description
- Up to 4 key takeaways for teachers
- References to research or literature

Presentation Information

- Program categories: reading, writing, or oral language instruction and/or intervention; assessment and data-based decision-making; Multi-Tiered Systems of Support; cognitive foundations of reading; literacy leadership; implementation science; culturally and linguistically diverse learners; special education topics; other
- Grade bands: Pre-K, K-2, 3-5, 6-8, 9-12

Writing Tips

- Program title
 - This is your first opportunity to invite the reader to your presentation. Aim to create an engaging title that clearly introduces the topic of the presentation.
- Presentation description (250 word limit)
 - Clearly and concisely describe the content and goals of the presentation. Include the purpose, relevant background information (e.g., research), and activities. Be sure to organize the description to support participant understanding and avoid using acronyms and jargon that may be unfamiliar to participants.
- Presentation objectives (3-4)
 - To create objectives, consider the following questions: What is the critical content of the presentation? What specific skills and/or knowledge will attendees gain? What are the goals of the presentation?
- Key takeaways for participants (up to 4)
 - Each presentation should inform practice by providing skills, resources, and/or knowledge that can be immediately implemented. Consider action-forward takeaways, using verbs such as *comprehend*, *synthesize*, *identify*, *apply*, *create*, *evaluate*, or *practice*.





Session Format	Description	Length	Session Example
Panel	Researchers and/or practitioners collaborating with others in the field organize a series of presentations centered around a unifying topic.	Session length is 60 minutes; presenters will choose how to divide presentation time amongst themselves.	<i>Two higher ed faculty members and a graduate student coordinate to give three separate but complementary presentations on data-based decision-making in literacy instruction.</i>
Roundtable	Researchers and practitioners share ongoing research and implementation efforts in a discussion-based setting.	Roundtables will be presented in a 60-minute block of three 20-minute rotations (i.e., presentation will be given three times to different participants).	<i>Two district partners and an IRRC Technical Assistance Provider share ongoing implementation efforts for secondary literacy strategies. They lead collaborative discussions with participants across three 20-minute rotations.</i>
Single Topic	One or more researcher(s) and/or practitioner(s) share a single presentation on a topic of their choice.	Presenters will share for 45 minutes and have 15 minutes for audience Q&A.	<i>A district literacy coach presents on the research and implementation of literacy supports for students with learning disabilities.</i>
Workshop	Practitioners and/or researchers share science of reading-based instructional strategies and activities in a hands-on learning presentation.	Presenters will provide active learning and audience participation throughout the 60-minute presentation.	<i>Two teachers give a presentation on integrating new technologies in literacy instruction. Attendees are taught how to use the technology and shown how to implement it in their classrooms during the presentation.</i>
Case Study	One or more practitioner(s) shares authentic, school-based research and experiences.	Presenters will share for 45 minutes and have 15 minutes for audience Q&A.	<i>Two district administrators present current MTSS implementation efforts across their two schools.</i>