Proposal Planning Guide

Thank you for considering presenting at the 2027 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. **Proposals are due by January 8, 2027, 11:59 p.m. CST.** You will submit your proposal using this **form**.

Proposal Information

Please be prepared to provide the following information:

- Presenter information
- Preferred session format
- 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

- **Session formats:** Single Topic, What Works for Me
- **Grade bands:** Pre–K, K–2, 3–5, 6–8, 9–12
- **Strands:** Secondary Strategies**,** Elementary Strategies, Writing, Learning Disabilities, Data-Based Decision-Making, Leadership/Admin

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*.

Iowa Science of Reading Summit

Session Format	Description	Length	Session Example
Single Topic	Researchers and/or practitioners share a single presentation on a topic of their choice. Slide decks are encouraged.	Session length is 60 minutes (i.e., 45-minute presentation and 15-minute Q&A).	*A district literacy coach presents the research and implementation of literacy supports for students with learning disabilities.* *Two district administrators present current MTSS implementation efforts across their two schools.*
What Works for Me	Researchers and/or practitioners collaborate with others in the field to organize a series of presentations centered around a unifying topic. Slide decks are encouraged.	Session length is three 20-minute presentations (60 minutes total).	*A teacher, a school psychologist, and a higher-ed faculty member that are in a Research-Practice Partnership (RPP) coordinate to give three separate but complementary presentations on data-based decision-making in literacy instruction.*