

THE 35TH IATEFL BESIG ANNUAL CONFERENCE
11-13 NOVEMBER 2022

CALL FOR PROPOSALS

The official guidelines for speakers at the
IATEFL BESIG Annual Conference



GENERAL INFORMATION

Thank you for your interest in submitting a speaker proposal for the 2022 IATEFL BESIG Conference. The conference will take place at the Gdansk University of Technology - Language Centre, Gdansk, Poland from 13:00 CET on Friday, 11 November to 14:00 CET Sunday, 13 November. The theme of this year's conference is "Business English Now".

[Only members of IATEFL BESIG can give a presentation or hold a workshop.](#) You may submit a proposal if you are not a member, but you will need to join IATEFL BESIG to be included as a speaker in the programme. All speakers will be required to register for the conference. The call for proposals is open until Friday, 19 August 2022.

[Please click here if you wish to become a member of IATEFL BESIG.](#)





CONFERENCE THEME AND DATES FOR SUBMISSIONS

The theme of this year's conference is "Business English Now". We will be accepting proposals primarily (but not exclusively) on this theme.

Examples include:

- Practical activities for face-to-face, online and hybrid classes
- Reevaluating language learning theories and approaches
- Managing and facilitating hybrid classes
- Artificial intelligence in foreign language teaching and learning
- Augmented reality in business English teaching and learning
- The impact of remote work on discourse communities
- Evaluating learning impact

The deadline for submitting a proposal is Friday 19 August 2022 16:00 UK time.

You will be contacted by email to confirm whether or not your proposal has been successful. Notification of acceptance of proposals will take place between 1 and 7 September. The deadline for speakers to confirm their participation is Friday 16 September 16:00 UK time.

You will not be added to the programme until you register and pay the conference fee. Only members of IATEFL BESIG can give a presentation or hold a workshop. You may submit a proposal if you are not a member, but you will need to join IATEFL BESIG to be included as a speaker in the programme.

A link to the registration page will be sent in the confirmation of acceptance and in emails to members about the event.

**IF YOU ARE A FIRST-TIME SPEAKER AT AN IATEFL BESIG CONFERENCE,
YOU CAN APPLY FOR THE IATEFL BESIG
FIRST-TIME SPEAKER SCHOLARSHIP.**



GUIDELINES FOR SUBMISSIONS

You may submit a proposal for a talk, a workshop or a commercial presentation. Your abstract should be no longer than 500 characters including spaces, and should accurately reflect what you are going to talk about, and your chosen topic should ideally be related to the conference theme.

Please select which type of session you would like to hold:

- talk (30 minutes)- select this option if you wish to inform delegates about your topic.
- workshop (45 minutes) – select this option if you intend to involve the audience actively with discussions and tasks. You will be asked to attach a detailed workshop plan to the submission.
- commercial session (30 minutes) – select this option if you are sponsored or promoting a product or service. Additional fees will apply. Please contact andreea.nechifor@besig.org for more information about the fees.

Please ensure that:

- you are explicit about whether you are offering a presentation or workshop which is personal or commercial/sponsored.
- you have catered for the level of knowledge of your audience
- your session is of some practical use for the delegates. If your talk is mainly theoretical, include a consideration of the practical issues and implications that it raises
- your audience can apply your experience to their own context. This is especially important if you are describing a course, project or product, or if your presentation relies heavily on a description of your local situation
- if you are presenting a personal research project, your research should either be completed (or a significant phase of it should be completed), to enable you to present rather than talk about general issues
- you include a bio (250 characters with spaces) and a photo.

WE WANT TO BE SURE THAT WHEN DELEGATES REGISTER FOR SESSIONS, THEY CAN DO SO ON THE BASIS OF ACCURATE INFORMATION.



The IATEFL BESIG First Time Speaker Scholarship

The scholarship for first-time speakers at a BESIG conference, which includes a one-year membership of IATEFL and BESIG and a grant of 500 GBP, will be awarded.

To qualify you must:

- have been a member of IATEFL BESIG for at least six months
- have participated in IATEFL BESIG (e.g. contributed to the monthly discussion topic on Facebook, have written a post for the IATEFL BESIG blog or an article for the newsletter, attended a webinar or online weekend workshop organised or participated in a local event)
- give a presentation or lead a workshop on an aspect of teaching Business English at the IATEFL BESIG Annual Conference 2022
- agree to give a brief summary of your work at the IATEFL BESIG Open Forum at the Annual Conference in November 2022

- write up your conference experience for the next edition of Business Issues.

To be considered you should:

- submit a 250-word summary outlining how you became involved in teaching, why you enjoy it and how you found out about IATEFL BESIG
- send a photo for inclusion in the IATEFL BESIG newsletter and on the website
- write a short bio of 30 words or less
- submit your proposal for your presentation or workshop by 19 August 2022 16:00 UK time.

All applicants, including the winner, will be contacted by 7 September by the IATEFL BESIG Committee whose decision is final.

**WHEN YOU SUBMIT YOUR PROPOSAL, YOU WILL HAVE THE OPTION
TO APPLY FOR THE 1ST TIME SPEAKER SCHOLARSHIP, IF APPLICABLE.**