

THE 36TH IATEFL BESIG ANNUAL CONFERENCE
3-5 NOVEMBER 2023

CALL FOR PROPOSALS

**The official guidelines for speakers at the
IATEFL BESIG Annual Conference**



GENERAL INFORMATION

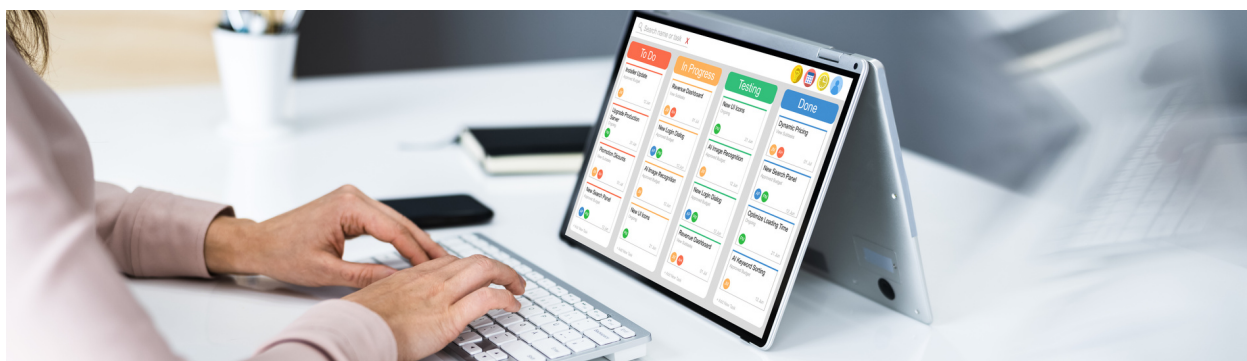
Thank you for your interest in submitting a speaker proposal for the 2023 IATEFL BESIG Conference. The conference will take place at SpOrt Stuttgart, Fritz-Walter-Weg 19, 70372 Stuttgart, Germany from 14:00 CET on Friday, 3 November to 14:00 CET Sunday, 5 November. The theme of this year's conference is "Business Intelligence".

[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, 30 June 2023.

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



CONFERENCE THEME AND DATES FOR SUBMISSIONS



This year's conference theme is "Business Intelligence," which plays on the buzz surrounding Artificial Intelligence. We invite proposals that explore the role of business English training in developing and enhancing business intelligence. We are primarily (but not exclusively) interested in proposals that address the following topics:

1. Business English training in the age of digital transformation: Leveraging technology to create more engaging, practical, and personalised content for learners in business English classes.
2. Remote work and discourse communities: Investigating the impact of remote work on discourse communities, and the role of business English trainers in supporting effective communication in virtual workplaces.
3. Evaluating learning impact: Sharing insights and best practices on how to evaluate the learning impact of business English training, including the use of AI-powered assessment tools.
4. The role of business English in promoting positive social change and sustainable practices.

The deadline for submitting a proposal is **Friday, 30 June 2023 at 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 17 and 20 July. The deadline for speakers to confirm their participation is Monday, 31 July at 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. You must register and pay the conference fee by Monday, 31 July at 16:00 UK time to be included in the programme.

GUIDELINES



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 must attach a 250-word workshop outline 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.

Please ensure your abstract and title accurately represent the session you will be giving at the conference.



The IATEFL BESIG First Time Speaker Scholarship

This scholarship is for a first time speaker at the annual IATEFL BESIG Conference. It is intended to encourage our fellow business English professionals to share their valuable experience and knowledge with the community. It is an ideal opportunity to actively participate in this dynamic, well-established conference and showcase what you're made of. In return, you benefit both professionally and financially.

To qualify you must:

- have been a member of IATEFL BESIG for at least six months
- have participated in IATEFL BESIG activities (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)

- agree to give a presentation or lead a workshop on an aspect of teaching business English at the IATEFL BESIG Annual Conference 2023
- 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 recent photo
- write a short bio of 30 words or less
- submit your proposal for your presentation or workshop by Friday, 30 June 2023 at 16:00 UK time.

All applicants, including the winner, will be contacted by 20 July 2023 by the IATEFL BESIG Committee whose decision is final.

The award consists of:

- **a year's membership to IATEFL, including BESIG**
- **waived registration for the annual IATEFL BESIG Conference**
- **a grant of 750GBP**