Abstract Template

Cambridge Teaching Forum 2022

Please save this document with the first author’s surname in the file name and submit via email to [Dr Kamilah Jooganah](https://www.lookup.cam.ac.uk/person/crsid/kj388) by **noon Monday 14 February 2022**.

We will aim to respond by Monday 28 February. If your proposal is accepted we ask for slides and any other resources to be submitted by Monday 11 April.

Please delete the italicised instructions as you go. Note that the details presented here will be published in the Cambridge Teaching Forum programme if your proposal is accepted.

**Title:** *(no more than 20 words)*

**Authors:** *(list all names including titles, primary roles and primary institutional affiliation for the programme)*

**Emails:** *(provide Cambridge email addresses for all presenters, indicating the corresponding presenter)*

**Format**:

|  |  |
| --- | --- |
| Presentation (20 minutes for presentation and 5 minutes for Q&A) |  |
| Workshop or roundtable (45 minutes for session and 10 minutes for Q&A) |  |
| Nano-presentation (10 minutes for showcasing and 5 minutes for Q&A) |  |
| Poster on the conference theme/ teaching-learning initiatives to be displayed in the conference venue |  |
| Blog/article on the conference theme/teaching-learning initiatives |  |

**Abstract:** *(preferably no more than 400 words long. If a workshop, make sure that you provide an outline of the proposed schedule of the session, and if a roundtable please indicate how the topic relates to Cambridge teaching practices)*

**Reference list:**

**Preferred mode of delivery:**

|  |  |
| --- | --- |
| **In person** (livestreamed): Contributor delivers **live** from **conference room** to in-person audience, streamed to online audience (chat / comments from online audience possible). This mode is recommended for presentations. |  |
| **Online** (livestreamed): Contributor delivers **live** from home/office on **Teams/Zoom** to online audience; livestream displayed on screen for in-person audience. This mode is recommended for presentations. |  |
| **In person hybrid** (livestreamed): Contributor delivers **live** from **conference room** to in-person and online audience using a digital tool that enables online audience members to interact live, such as Miro. This mode is recommended for workshops and roundtables that benefit from deeper audience participation. |  |
| **Pre-recorded:** Contributor records session in advance, played for in-person audience and made available online. This mode is recommended for contributors who cannot attend live. |  |

Please get in contact with the [Technology-Enabled Learning](https://www.cctl.cam.ac.uk/technology-enabled-learning) team if you have questions regarding the different modes of delivery.

**Recordings:** *(please indicate if you are happy for your session to be recorded and made available to members of the University of Cambridge after the forum)*

|  |  |
| --- | --- |
| Yes, my session can be recorded and shared within the University |  |
| No, my session cannot be recorded |  |

**Accessibility:** Please note, all contributions will need to be accessible.We recommend consulting the guidance and advice on the [Disability Resource Centre](https://www.disability.admin.cam.ac.uk/staff-supporting-disabled-students/teaching-disabled-students/accessible-materials) on making presentations and material accessible. In particular please ensure that your materials have a high level of contrast and that you use an off-white rather than a white background (if not using a dark background). Please also ensure that images on slides are appropriately tagged with alt text.