**Speaker proposal form**

Complete the following form and submit it to LDC2015@in.britishcouncil.org no later than Friday 26 June 2015. All proposals will be anonymised and considered by a selection panel. Decisions will be announced on Friday 10 July 2015.

**Your name**, exactly as you would like it to appear in the Conference programme and name tag. Do not include academic or other titles such ‘Dr’ or ‘Professor’.

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**Your email address (mandatory field)**

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**Your institution/organisation (optional field)**

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**Your position in the institution/organisation (optional field)**

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**The title of your presentation**, maximum 25 words

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**Type of presentation (tick one)**

|  |  |
| --- | --- |
| Talk / lecture |  |
| Workshop |  |
| Other (please specify) |  |

**The sub-theme that most closely matches your presentation (tick one)**

|  |  |
| --- | --- |
| 1. Multilingualism and the metropolis
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| 1. Language, teachnology and multi-literacies
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| 1. Multilingualism, marginalisation and empowerment
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**Abstract of your presentation**, maximum 300 words. The abstract is extremely important because it determines whether your proposal will be accepted. Clarify the context in which your presentation is set. Explain what the presentation is based on (research data, for example, or something else?). Give an indication of your conclusions. The abstract should be in English, please, but presentations may be made in other languages (see below).

Papers will be selected on the following criteria:

* Relevance to the conference theme and sub themes
* Originality
* Clarity, coherence and organisation
* Potential for audience interaction/involvement.

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| State the number of words in this abstract: \_\_\_ Abstracts longer than 300 words cannot be considered. |

**Your bio-data**, maximum 50 words. Do not repeat any of the information which you have already given above (name, institution/organisation and position). Use the first person singular (‘I have been … I am interested in …’ etc.)

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| State the number of words in this bio-data: \_\_\_  |

**The language in which you wish to make your presentation, other than English**. If you plan to use English, leave this space empty. Where a  paper is presented in a language other than English, the organisers will make every effort to find an interpreter.

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**Technical equipment** required for your session **(Tick any that are required)**

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| LCD projector and screen |  |
| Laptop |  |
| Audio out for purposes of showing video clips |  |

N.B. If you plan to use Apple / Mac devices, please ensure that you carry a suitable AV converter for LCD projectors.

Now please send this form to LDC2015@in.britishcouncil.org no later than Friday 26 June 2015.