



Registry of Interpreters for the Deaf, Inc.

**2015 RID National Conference**  
**Call for Proposals for the Educational Program**  
**&**  
**Presenters Guide to the Proposal Submission Form**

**Conference dates: August 8 – 12, 2015**  
**New Orleans, LA**



***Laissez Les Bons Temps Rouler: Let the Good Times Roll for a Brighter Future***

**Deadline: MIDNIGHT, EST, Wednesday, December 10, 2014**

RID is soliciting presenters for the 2015 RID National Conference. We anticipate over 2,000 attendees at this conference, one of the largest in the world for sign language interpreters. The mission of the conference is to offer opportunities that will develop the knowledge, experience and skills of all interpreters through educational events and to promote participation in leadership opportunities to advance the profession. As a presenter, you can be a vital part of that effort.

The only way to submit a proposal for the 2015 Conference is through the online submission system.

**HOW TO APPLY**

**All proposals must be submitted online by clicking [APPLY HERE](#) and be submitted no later than Monday, December 10, 2014.**

**TOPICS**

Presentations are sought on all topics related to the field, as well as non-interpreting related. The following is a list of key suggested topics. Presentations on topics not listed below are also welcome.

**Ethics/Ethical Business Practices**  
**Deaf/Hearing Interpreter Teams**  
**Diversity**  
**Legal Interpreting**  
**Medical Interpreting**  
**Mental Health Interpreting**  
**Mentoring**  
**Trilingual Interpreting**  
**VRS Interpreting**

## **COMPENSATION**

Compensation for a five-hour (5) extended workshop: a payment of \$500 will be made to selected presenters.

Compensation for a three-hour (3) workshop: a payment of \$300 will be made to selected presenters.

Compensation for a 90-minute professional discussion: a payment of \$150 will be made to selected presenters.

**Those who are selected to speak at the conference must register for the conference through the normal registration procedures.**

## **VITAL POINTS TO NOTE**

- Conference presenters are responsible for their own travel, hotel, food and any additional costs.
- Please note that presenters are expected to meet ALL posted dates and deadlines. RID reserves the right to make adjustments to the schedule as needed and to rescind an offer if deadlines are not met.
- Presentations cannot be sales pitches.
- If selected, you will be expected to be at your pre-assigned presentation room thirty (30) minutes prior to your presentation for an AV check, as well as to meet with the interpreters.

Within 24 hours of submitting your proposal online, you will receive an e-mail from RID stating your proposal has been received. Please keep this e-mail for your records. If you do not receive this confirmation e-mail, your proposal was **not received** and you should resubmit it as soon as possible.

## **NEXT STEPS**

All submissions will be distributed to the Conference Program Committee and reviewed based on a pre-established review scale. You will receive notification of the status of your submission no later than January 28, 2015. If you have any questions, please contact Carol Turner at [cturner@rid.org](mailto:cturner@rid.org).

Thank you for your interest in supporting the 2015 RID National Conference and the professional development of the interpreting profession!

# Guide to the Proposal Submission Form

The following is simply a guide to assist you in preparing to submit your proposal online. Please note that all required fields must be completed. Information provided on the submission will be utilized in the conference program book. Please be as accurate and concise as possible. Be sure to check your spelling, grammar and punctuation and make sure all credentials listed are accurate and up-to-date.

Presentations should be amenable to both large and small groups. Thank you for your interest and good luck!

## Title of Presentation:

Do ***NOT*** put quotes around the title.

E-mail address :

**Please list an active e-mail address** as we will utilize this for all speaker communications with the national office. If your e-mail address changes during this process please send an e-mail to [cturner@rid.org](mailto:cturner@rid.org) notifying us of the change.

#### **Additional Presenters:**

Leave this blank if you are the only presenter. The primary speaker is responsible for transmitting all pertinent data to secondary speakers.

## Type of Presentation:

Professional Discussion (1.5 hours): Provides a means for presenting a specific paper, research, views and individual experience.

**Workshop (3 hours):** Teaches specific skills for expanding knowledge.

**Extended Workshop (5 hours):** Allows for in-depth teaching of specific skills for expanding knowledge.

### **Instructional Level:**

**Little/None:** This level of instruction assumes that the participant knows little or no information within the topic area. The focus of the activity/presentation is “general orientation and increased awareness.”

Some: This level assumes the participant has a general familiarity with the literature and professional practice within the topic area. The focus of the activity/presentation is “increased understanding and application by the participant.”

**Extensive:** This level assumes the participant has a general familiarity with the literature and professionals practice within the topic area. The focus of the activity/presentation is “recent advances, future directions, and application of research.”

**Teaching:** This level assumes the participant to be an interpreter educator. The content of the activity will focus on acquisition of current pedagogy for teaching interpreters and transliterators.

**Would you be willing to present more than one time?**

## Language:

Selection of said fields legally binds you to present in stated language. Interpreting services will be available for all sessions, throughout the session. Languages include:

## *ASL (American Sign Language)*

## *Spoken English*

*Spoken Spanish*

*Other: if other you must specify your language choice*

**Which day of the week would you prefer to present?**

RID does not guarantee we will be able to place your presentation on your day choice. However, we take this information into consideration when creating the schedule. RID reserves the right to place your presentation on any day of the conference.

**Topic:**

Please state the topic of your presentation, based on the list provided on page 1 above. If your topic is not listed above, please state what it is.

**INFORMATION FOR THE INTERPRETING TEAM**

**Interpreting requirements include:**

I will be available 15-20 minutes prior to my presentation in order to talk to the interpreters. If not, I will work with the interpreter coordinators to set up an alternate time.

I will include experiential/hands-on activities during my presentation that will require special interpreting arrangements (such as role play, demonstration, movement, etc.).

I will include small group work in my presentation.

I will include technical vocabulary in my presentation.

I will use videotapes as part of my presentation and the videotape will require voice interpretation.

**Special notes related to interpreting:** (anything else you would like the interpreters to know about your presentation)

**AV needs:** RID will provide a basic audio-visual equipment package at no cost to the presenter. Should the presenter have needs above the standard package, it will be the responsibility of the presenter to order and pay for those needs. The audio-visual may include:

*Podium*

*Wired lectern microphone on stand,*

*Wired microphone on straight stand*

*Wireless microphone*

*LCD projector*

*Black pipe & drape panel (for interpreter to stand in front of)*

*Flipchart package. Includes 1 Easel, 1 Plain Paper Pad, & 2 Dry Erase Markers*

**Special notes related to AV:** (anything else you would like the AV Company to know about your presentation)

Will you need a speakers' table? If yes, how many chairs?

## **ADVANCED PRESENTATION DATA**

Provide a summary of your proposal for the Program Committee (limit to 400 words)

Provide a summary of your proposal for the Conference Program Book (limit to 100 words)

Provide an outline of your educational objectives. Educational objectives should be specific and measurable.

Please provide a brief bio for all applicable speakers. These bios will be printed in the conference program book and should not exceed 100 words. Bios should be professional and concise.

### **Primary speaker's bio:**

If there are no other speakers, please leave this section blank.

**Secondary speaker 2:**

**Secondary speaker 3:**

**Secondary speaker 4:**

**Secondary speaker 5:**

If your proposal is selected for presentation at the conference, you will be requested to send in photos of all speakers for your session at a later date.

Basic terms of the speaker agreement:

1. Present an educational session or sessions as defined in your contract. The materials presented are the sole responsibility of the presenter. The presentation will not infringe any copyright or include any material that is libelous, scandalous or an invasion of privacy.
2. If unable to present, RID reserves the right to bill the individual for the full amount of what they would have been compensated should they have made their presentation.
3. The presenter(s) will dress professionally for the presentation, and agree to conduct themselves in accordance with the NAD-RID Code of Professional Conduct.
4. Permit videotaping of conference activities. If videotaping occurs, it will be for the purpose of compiling souvenir products by and for RID. If RID wishes to commercially distribute videotaped materials, RID will be required to enter into a separate contract agreement with the presenter prior to doing so. In addition, on occasion, interpreters may wish to videotape their work for portfolio purposes. Thus, the presenter's voice may be carried on the videotape. Specifications will be made for such instances and the presenter will have the option of opting out of having such occur.
5. RID may create and distribute a conference handout booklet. If so, presenters will be offered the opportunity to submit handouts for inclusion in the booklet. Guidelines for the handouts booklet will be provided in a later correspondence should your proposal be accepted.
6. Presenters chosen for the conference are required to make preparation materials available to the conference interpreter coordinators two weeks prior to the conference. Presenters must also provide an opportunity on-site to meet with interpreters prior to their session. Failure to adhere to this clause may result in lowered, or no, compensation.
7. Presenters should be aware they are fully responsible for any materials they mail to the site. The materials should not be mailed to the attention of RID, but to the attention of the presenter.

8. RID will provide a standard audio-visual package. Any AV needs beyond the standard package will be the financial responsibility of the presenter.
9. The presenter agrees and warrants that in the performance of this contract that she/he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, gender, sexual orientation, religion, disability, or national origin, in any manner prohibited by the laws of the United States.  
When individuals feel coerced, threatened, intimidated, pressured, or are singled out for derision, abuse, or discriminatory treatment based on their sex, race, age, color, national origin, religion, sexual orientation, disability, or veteran status, they are likely to suffer. Such actions violate not only the dignity of the individuals, but also the integrity of the association. Presenters who engage in such behavior are subject to disciplinary action. The scope and extent of such action will be based on the totality of circumstances.
10. The presenter agrees and warrants that no sale and/or distribution of promotional materials is to be permitted in relation to the performance(s) herein contracted unless the terms of such are agreed upon by the Presenter and stipulated as an explicit part of this contract. Presenter agrees not to use this speaking opportunity as a platform to sell or promote specific products or services.
11. The presenter shall limit "break times" to no more than two ten minute periods per 2 ½ or 3 hour segments or one per 1 ½ hour presentation. Multiple break times shall be evenly dispersed among the presentation time period.
12. RID is given permission to use your name and presentation title in marketing material promoting the conference.