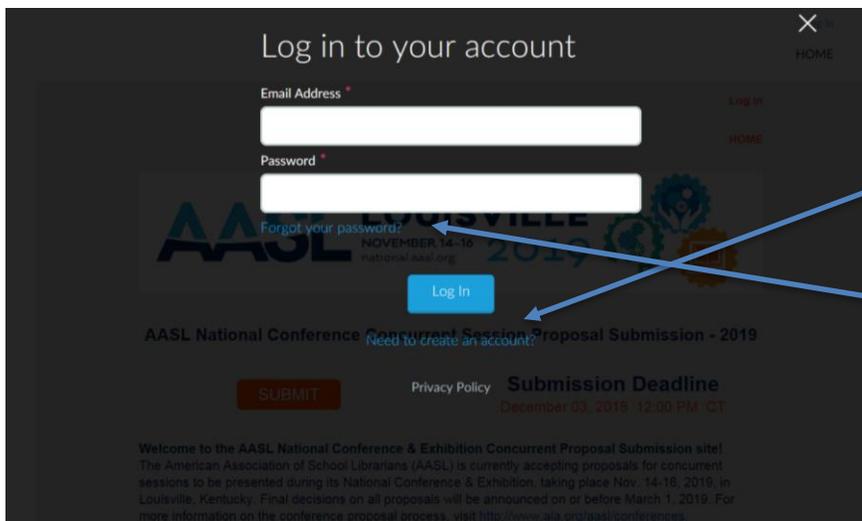# IdeaLab 2019 Submission Instructions

If you have not created or started an IdeaLab submission, click "Begin Submission." You will be required to create a new account.

If you have already started a proposal, click "Log In" in the upper right-hand corner.

This is not linked to your ALA account.

If you need to create an account, click "Need to create an account?"

If you forget your password, please choose "Forgot your password?" AASL will not have log in credentials.

To start a new submission, click "BEGIN SUBMISSION."

To access previously started submissions or submissions that have been submitted, click "My Submissions." You will have access to edit submissions until 3/18/19 at noon CT.

Welcome, Melissa | Log Out

HOME MY SUBMISSIONS

AASL LOUISVILLE 2019
NOVEMBER 14–16
national.aasl.org

Presenter Details

* Session Title

How to rock the new AASL Standards

First Name   Melissa

Last Name   Jacobsen

Prefix

Position Title   Meetings Manager

Page 1: Begin your submission by filling out important contact/reference information.

A few things to note:

1) You may add as many co-presenters as you wish. There is no limit.
2) Please be as thorough as possible when filling out this page.

Presenter Affiliations and Consent

I am an author, publisher, or vendor/exhibitor.
☐ Published Author
☐ Publisher
☐ Vendor/Exhibitor
☐ Not applicable

I grant to AASL/ALA a license to record/distribute my presentation in any medium.
☐ I accept.

I grant to AASL/ALA a license to distribute supporting materials in any medium.
☐ I accept.

*
I understand that, if accepted, I will need to register for the AASL National Conference & Exhibition in order to present my session. If I, or any of my co-presenters, are not a member of the school library profession, a waiver will be given to present this session only.
☐ I understand.

* I, or my co-presenter(s), will require a registration waiver.
○ Yes
○ No

List all presenters requiring a registration waiver.

[   ]

Previous   Cancel   Save   Save & Continue

Page 2: Enter any vendor affiliations and provide consent/understandings.

A few things to note:

1) You are not required to grant AASL a license to record your presentation or distribute materials.
2) You must check that you understand the registration requirements.

To continue, press "Save & Continue."

To save and return later, press "Save."

* Session Title

[   ]

*Choose a strand

○ Inquire

○ Include

○ Collaborate

○ Curate

○ Explore

○ Engage

* Program Description for Program Reviewers (1500-character limit)

[text box]

* Program Description for Promotional Purposes (750-character limit)

[text box]

* Presentation Outline

[text box]

* Learning Objective (300-character limit)

[text box]

Page 3: This is where the meat of your proposal goes. What you enter here will be scored by reviewers. Please be detailed. All proposals undergo a **blind review**.

A few things to note:

1) Please choose a concise Session Title!
2) You will be logged out automatically if you are inactive for a long period of time. Remember to save often.
3) These are the new strands for the IdeaLab. You may only choose 2 strands. If the strands look unfamiliar, you can learn more about them on the AASL website at https://standards.aasl.org/
4) This * denotes a required field.
5) The program outline and descriptions have a **character** limit. You may want to create your description in a different program to track this limit.
6) You must create a learning objective.
7) You will need to have text in all of the required * fields before you will be able to exit. You can enter gibberish text in here until you are ready to complete the field.
8) You will not receive a higher score for uploading images and whether or not you need a monitor for presenting.

3

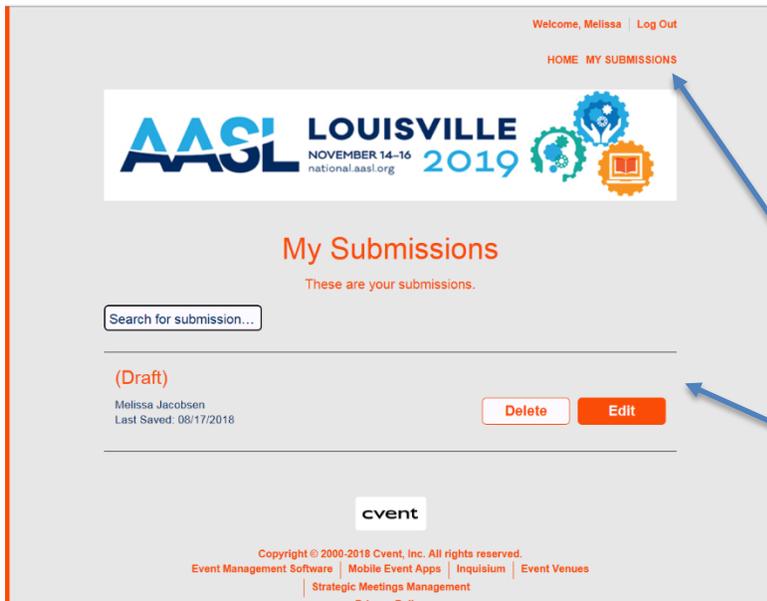**List all costs associated with implementing your program.**

[text box]

What educators, administrators, or community members, if any, did you collaborate with to implement your program?

[text box]

Upload images of your project, if available. AASL will not reproduce these images without your consent. Accepted File Formats: PDF, JPG, PNG, GIF, RTF, BMP

Will your presentation require a monitor for display?

○ Yes

○ No

If you save your submission, you are able to access to and make changes at any time up until **March 18, 2019** at **noon CT**.

To access a previously started submission, click on "My Submissions."

Here, you will see draft, completed, and reviewed sessions. Please withdraw any unfinished proposals by **March 18, 2019** at **noon CT**..

Once you submit a proposal, you will receive a confirmation email.

If anything is unclear, please contact Melissa Jacobsen with any questions or concerns at mjacobsen@ala.org.

Thank you for your interest in presenting at AASL2019!