



2022 Session Submission Instructions

Online Portal

Please go to <https://nabt.secure-platform.com/a> to submit a session proposal online. This system requires a login and password to proceed. If you have not used this system previously you will need to create a new login and password by visiting <https://nabt.secure-platform.com/a/account/login> to create your profile.

The login information for this site is distinct from your NABT account information and you will need to create an account for the submission portal. This login allows you to return to view and edit your submissions as needed before the deadline.

Guidelines

Please review the following guidelines before starting your submission.

- NABT will accept sessions until **11:59 PM Eastern on Monday, September 5th.**
- Sessions that promote a saleable product, program, or service must be conducted as an exhibitor workshop.
- In order to submit an exhibitor workshop, the company must be exhibiting at the conference.

Please send questions to conference@nabt.org or call (888) 501-NABT.

Required Information for Submission

Presenters Contact Information to be provided:

- Title
- First Name
- Last Name
- School/Organization
- Work City
- Work State/Providence
- Work Country
- Work Phone
- Work Email

Information for submission module includes:

- **Submission Title** (15-word limit and please write out uncommon acronyms)
- **Session Description** (30-word limit)
- **Session Category** - Select one of the following categories:
 - AP Biology
 - Anatomy & Physiology
 - Biotechnology
 - Botany & Plant Biology
 - Curriculum Development
 - Ecology / Environmental Science / Sustainability
 - Evolution
 - General Biology
 - Genetics
 - International / Global Education
 - Instructional Strategies
 - Microbiology & Cell Biology
 - Nature of Science
 - Neuroscience
 - Science Practices
 - Technology in the Classroom
- **Type of Session** - Select one of the following formats:
 - Hands-on Workshop (75 min): Audience actively participates in experience.
 - Hands-on Workshop (30 min): Audience actively participates in experience.
 - Demonstration (75 min): Shows participant how to use data sets, equipment, online resources, etc.
 - Demonstration (30 min): Shows participant how to use data sets, equipment, online resources, etc.
 - Symposium (75 min): Panel of two or more speakers.
 - Paper (30 min): Presentation of research results.
 - Partner Presentations (75 min): Invited session for non-profit partner to highlight free teaching resources.
 - Special Workshop: Conditions Apply
 - Special Workshops are auxiliary sessions scheduled on Thursday and Sunday of the conference. Please provide the following information:
 - Length of Session
 - Scheduling Preference (Thursday afternoon, Sunday morning)
 - Other special requests
 - Special Workshop details (200-word limit)
- **Should NABT not be able to accommodate your 30/75 minute session, please select an alternative format that would be appropriate.**
 - SELECT N/A

- **Intended Audience:** - Submitters can select up to three:
 - Elementary School
 - Middle/Junior High
 - High School
 - 2-year College
 - 4-year College/University
 - General Audience

The NABT Submission Portal includes fields that you are not required to complete. Please use N/A or other text to populate the field and proceed.

- **Presentation Abstract:** Enter N/A in this field
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- **Learner Outcomes:** Enter N/A in this field
- **Audience Participation:** Enter N/A in this field
- **Supplemental Material:** Enter N/A in this field
- **Preferred Room Setup**
 - Select *No preference*
- **Equipment Needs: All rooms will be set with WiFi, a screen, and digital projector. Computers will not be provided. (Submitters will select all that apply.)**
 - Select *No additional equipment needed.*
- **Does your session use live organisms (plants, vertebrates, bacteria, etc.)?**
 - Select *No.*
- **Does your session use reagents?**
 - Select *No.*
- **Does your session any materials that may pose a hazard?**
 - Select *No.*

When submission is complete, submitters will affirm having read the complete application instructions and confirm that all information on the form and in any supporting materials is true and verifiable.