
Call for Projects



Growing CTE through Innovative Research and Professional Development

December 3-4, 2019
Anaheim, California

I. The Conference

The CTE Research and Professional Development Conference is the foremost, peer-reviewed conference for CTE researchers and academic professionals. This conference is coordinated by the Association for Career and Technical Education Research (ACTER) with co-sponsors: Omicron Tau Theta (OTT), The Academy for Career and Technical Teacher Education (The Academy), and The University Council for Workforce and Human Resource Education (University Council).

The conference will meet on December 3-4 in Anaheim, CA in conjunction with the Association for Career and Technical Education (ACTE) CareerTech VISION 2019.

The conference theme is Growing CTE through Innovative Research and Professional Development.

ACTER, OTT, and The Academy invite researchers to submit manuscripts and proposals to be considered for presentation at the conference. Presentations are chosen and selected via a blind review process. The 2019 program will feature four types of sessions:

- Research paper presentations
- Research posters
- Symposia
- Research round table discussions

II. General Procedures and Policies

All authors/presenters must abide by these procedures.

1. *Deadline.* The online submission system will be closed on Friday, May 31, 2019 at 11:59 p.m. Eastern Time. No late submissions will be accepted.
2. *Format.* Reviewers may reject submissions without review if the proposal does not comply with the requirements outlined in this announcement.
3. *Author attendance requirement.* Submission is a commitment to attend the conference. Authors who present at the CTE Research and Professional Development Conference must register for this conference. In the case of multi-authored papers, at least one author must register for and attend the conference.
4. *Double-blind, peer review.* Papers are assigned to two to three reviewers, chosen for their familiarity with the proposal's content and/or methodology. Proposals are reviewed without author identification. Submissions should not include explicit or implicit references that identify the authors, institution, or state.
5. *Notification of acceptance.* The conference committee will notify the corresponding author of acceptance or rejection by July 12th, 2019.
6. *Communication.* The conference committee will communicate with the corresponding author who will be responsible for informing co-authors.
7. *Equipment.* Presenters are responsible to bring computers for their presentations. Projectors and screens for sessions will be set up for the conference.

III. Guidelines for Authors and Presenters

Research paper, poster, symposium, and research round table proposals must be submitted through the online submission form <https://goo.gl/forms/K5DtmzP2ezpnHYoH2>. Competitive proposals will comply with these requirements.

GRADUATE STUDENTS

Graduate students are encouraged to submit proposals.

ACTER offers a \$100 stipend to graduate students who attend the closing session.

Research Paper Sessions

Research paper sessions are designed for refinement and discussion of research in CTE. Each 75-minute session features three manuscripts, clustered by the similarity of their topic or research methodology. Following the 20-minute presentation, a discussant offers commentary about the paper and leads audience questioning. The discussant also will provide written feedback intended to offer advice that may help the author(s) improve the paper for submission to ACTER's CTE Research (CTER) journal or OTT's Journal of CTE (JCTE).

ACTER coordinates the double-blind, peer review of research papers. Conference reviewers rate research papers with these selection criteria: Purpose, conceptual or theoretical framework, methodology, findings, conclusions, and relevance to the conference theme. Direct research paper questions to the ACTER program chair, Xue Xing, at xue.xing@unlv.edu.

Research Paper Proposal Requirements

Each research paper proposal submission requires: 1) filling out the online submission form and 2) uploading an anonymous manuscript to the online submission form before clicking "SUBMIT".

Requirements for the anonymous manuscript include:

- Limit the manuscript to 12 pages excluding references.
- Remove all identifying information (e.g. authors' names, location, state, institution) from the text.
- Do not include a title page. Instead, p. 1 should include the title (centered and bold-faced on line 1, followed by a single-spaced abstract of no more than 120 words). Begin the body of the paper immediately after the abstract.
- Center section headings. Suggested sections to include in the manuscript: *Introduction/Conceptual

Framework; *Theoretical Framework; *Purpose and Research Questions or Objectives; *Methods and Procedures; *Results/Findings; *Conclusions, and *Discussion; or *other sections appropriate for qualitative, historical, philosophical/theoretical, or mixed methods research.

- Use 12-point Times New Roman font. Single-space and left-justify paragraphs; double-space between paragraphs.
- Do not use headers/footers.
- Place tables/figures within the body of the text when they are discussed. The Table function must be used (rather than tabs and spaces) to prepare tables.
- Reference style should conform to the APA Style Manual 6th edition.
- Save as a .docx file.

Poster Session

One poster session will feature multiple research studies illustrated in print form. Authors will explain their studies simultaneously to conference participants who circulate from poster to poster. Recent graduates and current graduate students are highly encouraged to submit abstracts to present posters about their studies.

The research presented on the posters should highlight research with potential regional or national significance focusing on one of the broad areas within Career and Technical Education, Workforce Education, or Human Resource Education. Each poster should have a conceptual and/or theoretical framework, be related to a problem, and stem from sound research methodologies. The research may be quantitative, qualitative, or mixed methods.

OTT coordinates the double-blind, peer review of poster proposals and the poster session at the conference. Direct poster session questions to the OTT representative, Marshall Swafford, Marshall.Swafford@enmu.edu.

Poster Proposal Requirements

Each poster proposal submission requires: 1) filling out the online submission form and 2) uploading an anonymous abstract to the online submission form before clicking "SUBMIT".

Requirements for the anonymous abstract include:

- Poster title
- No more than 750 words (not including headings, tables, figures, and references)
- Single-spaced paragraphs, double-spaced between paragraphs
- 12-point Times New Roman font, left justified, 1" margins

- e. Tables must be prepared using the Table function (not tabs and spaces).
- f. Headings in the given order: (1) Introduction, (2) Conceptual or theoretical framework, (3) Methodology, (4) Findings, (5) Conclusions, (6) Implications, and (7) References.
- g. Do not include identifying information (e.g. authors' names, location, state, institution).
- h. Save as a .docx file.

Symposia

The symposia describe and discuss important issues emerging trends, research, or best practices, and development of CTE professionals. Each 75-minute symposium should be a discussion or a collection of opinions. The opinions can be based on philosophical thought, professional experience, challenges in the CTE field, or a collection of published research from various sources. The symposium is not intended to be a presentation of a research paper or study.

The Academy coordinates the double-blind, peer review of symposia proposals. Direct symposia questions to The Academy representative, Elaine Adams, at adamsje@uga.edu.

Symposium Proposal Requirements

Each symposium proposal submission requires: 1) filling out the online submission form and 2) uploading an anonymous blueprint to the online submission form before clicking "SUBMIT".

Requirements for the anonymous blueprint include:

- a. Title
- b. Description (< 250 words): Focus on the theme and structure of the session as a whole.
- c. Justification (< 250 words): Describe why the topic is expected to be of interest to attendees and why the topic would be a good fit for a symposium session.
- d. List of symposium objectives.
- e. Summary: (< 250 words)
- f. Outline of the presentation with a brief statement of what each participant will contribute.
- g. Technical equipment needed.

Do not include identifying information (e.g. authors' names, location, state, institution). Save as a .docx file.

Research Round Table Discussions

Research round table discussions are designed for working papers and research-in-progress. Each 90-minute session features several manuscripts, clustered by the similarity of their topic or research methodology, followed by

discussions on the research projects and answering audience questions.

ACTER coordinates the double-blind, peer review of research round table sessions. Conference reviewers rate research round table proposals with these selection criteria: Purpose, conceptual or theoretical framework, methodology, and relevance to the conference theme. Direct research paper questions to the ACTER Program Chair, Xue Xing, at xue.xing@unlv.edu.

Research Round Table Discussion Requirements

Each research round-table proposal submission requires: 1) filling out the online submission form and 2) uploading an anonymous manuscript to the online submission form before clicking "SUBMIT".

Requirements for the anonymous manuscript include:

- a. Limit the manuscript to five pages excluding references.
- b. Remove all identifying information (e.g. authors' names, location, state, institution) from the text.
- c. Do not include a title page. Instead, p. 1 should include the title (centered and bold-faced on line 1, followed by a single-spaced abstract of no more than 120 words). Begin the body of the paper immediately after the abstract.
- d. Center section headings. Suggested sections to include in the manuscript: *Introduction; *Conceptual Framework/Theoretical Framework; *Purpose and Research Questions or Objectives; *Methods and Procedures; *Initial Results/Findings (if collected); or *other sections appropriate for qualitative, historical, philosophical/theoretical, or mixed methods research.
- e. Use 12-point Times New Roman font. Single-space and left-justify paragraphs; double-space between paragraphs.
- f. Save as a .docx file.

IV. Recognition

The best work in each category shall be recognized at the conference. ACTER will select one research presentation for the Outstanding Research Paper Presentation Award. OTT will select one poster for the Outstanding Poster Award. The Academy will select one symposium for the Outstanding Symposium Award. Selection will be based on judges' ratings of the authors' work at the respective sessions.



2019 Call for Projects Submission Guideline

Complete the online submission form at <https://goo.gl/forms/K5DtmzP2ezpnHYoH2>. Make sure to upload your anonymous proposal (in .doc or .docx format) to the online submission form before clicking the “SUBMIT” button. Refer to pages 2-4 for appropriate attachment details. A copy of your responses will be emailed to the address you provided at the very beginning of the online submission form. Conference proposals will not be accepted after 11:59 p.m. Eastern Time on Friday, May 31, 2019. Direct conference proposal submission questions to the ACTER program chair, Xue Xing, at xue.xing@unlv.edu.