

NAFSA 2023 Annual Conference & Expo

Poster Proposal Template

All proposal submissions **MUST** be submitted through the online proposal system by 5:00 p.m. EST on December 7, 2022, in order to be considered for the NAFSA annual conference program.

[Click here to submit a poster online](#)

Thank you for preparing a poster proposal for the NAFSA 2023 Annual Conference & Expo in Washington, DC. After the December 7 deadline, the review team will evaluate the proposals. Notifications regarding your proposal status will be sent in late January or early February. NAFSA does not accept submissions in any format other than online.

Helpful Links:

[Calls for Proposals](#)

[Poster Fair Themes](#)

[Poster Review Rubric](#)

Proposal Template

Red fields are required

Poster Title (100 characters maximum, no more than 10 words)

Titles should briefly identify the content and audience, as well as what the poster presents.

Poster Theme:

Note: At this point in the process online, you will be asked to choose the category for your proposal.

[Choose one of the 14 themes](#). "International Education Research" has additional questions.

Poster Presenters

All poster presentations are allowed a maximum of two presenters, including the chair. Each presenter will need to access the proposal (via a link that will be sent to their email by the submitter as a proposal "task") to add biographical information. Each presenter will need a MyNAFSA account; if they do not have one yet, [they can create one](#). **It is important that you plan your proposal submission to allow your presenters time to complete their tasks. You cannot submit your proposal without complete profiles from all listed presenters.**

Each presenter should be prepared to:

- Confirm contact information
- Write a short biography detailing their experience in the field
- Pay for conference registration should their proposal be selected
- Accept all presenter policies

Presenter Names:

1. Chair:
2. Presenter:

Abstract and Learning Objectives

Abstract

If your proposal is selected, the abstract will appear on the conference website and be published in the online program. Abstracts should clearly and concisely identify what will be presented and who the audience should be. Please write your abstract in the present tense.

(350 characters, 50 words maximum)

Learning Objectives

What will participants know and be able to do as a result of your presentation? Start your learning objectives with a strong action word, such as “list”, “conduct”, “define”, “demonstrate”, “describe”, etc.

(600 characters, 90 words maximum)

Content Takeaways

What kind of documents/handouts do you plan to accompany your presentation? How will you effectively achieve the stated learning objectives through your presentation and discussion with attendees?

(400 characters, 60 words maximum)

Other Information

Do you have anything else you'd like the review committee to know about your poster?

Additional Details for Other Categories

Click the hyperlink below to be brought to the section of the PDF that includes the category-specific questions. These additional questions only apply to the below category:

[International Education Research](#)

Presenter Policies

Each presenter will be asked to review and agree to the following:

Attendance and Conference Registration:

All presenters, including poster presenters, are required to register and attend the NAFSA Annual Conference. The cost associated with attending the NAFSA Annual Conference, including registration, is the responsibility of individual presenters. Contact proposals@nafsa.org for more information.

Publication Materials:

If your poster proposal is accepted, your poster title and abstract may be edited by the Annual Conference Committee and/or NAFSA staff for clarity and NAFSA style.

Presenter Limits:

An individual may be listed in any number of proposals; however, it is NAFSA's policy that an individual, regardless of role, may present in no more than one poster per theme. The number of presenters listed in a proposal should reflect the needs of the format selected. For poster presentations, a maximum of two individuals (including the chair) are permitted.

NAFSA Noncommercial Policy:

NAFSA education programs at the annual conference are learning experiences and are noncommercial. Under no circumstances should a workshop, general conference session, or poster presentation be used for direct promotion of a speaker's product, service, or other self-interest.

Commitment to Diverse Perspectives:

The Annual Conference Committee expects that poster proposals demonstrate understanding of the varied conference attendee experiences, backgrounds, and learning needs.

Hybrid or Virtual Event Release:

NAFSA recognizes that there may be instances where an in-person event may not be possible. If your poster proposal is accepted, you may be asked to present in either a hybrid or virtual format.

Digital signature required of each presenter added to the submission

Deadline

Save a copy of your proposal for your personal records. Poster proposals **MUST** be submitted by 5:00 p.m. EST on Wednesday, December 7, 2022.

[Click here to submit a poster online](#)

Research-Specific Questions

What is/was the hypothesis of your research?

What are/were your research methods?

What type of research did you conduct?

Have you ever presented at a [NAFSA Research Symposium](#)?

Is/was this research part of your thesis or dissertation?