

Discovery School
Tegucigalpa, Honduras

TIPS AND GUIDELINES FOR WORKSHOP PRESENTATIONS

- ✓ **Time:** the time allocated for each presentation is ONE HOUR. Prepare for your presentation to last around 40 minutes, and allow 20 minutes for questions, comments or discussion among fellow teachers.
- ✓ **Hands On:** In keeping with the Discovery School Philosophy, we are asking that presentations be as specific and hands-on as possible. Please avoid lectures but provide specific examples that can be used by the teachers. The idea is for teachers to learn by doing, and to take something they can easily implement after the workshop.
- ✓ **Audience:** Plan to have anywhere between 15 to 40 teachers attending your presentation. You will be notified your specific audience number by November 1st. Consider this number when you think of activities you plan, or reproducibles you want to hand out.
- ✓ **CD:** We strongly encourage you send information that can be included in the CD that is given to the attending teachers. Please send this information via email to cbanegas@discoveryschool.edu.hn before November. 1st (roughly two weeks before the workshop.)
- ✓ **AV Equipment and Materials:** This is a NON PROFIT EVENT. We ask your cooperation in providing with the copies you will need, the materials you will use and in trying to bring any AV equipment you may need. Contact us if you need further assistance.
- ✓ **Dates and Times:** Conferences will take place at the MARRIOT HOTEL; Friday sessions are from 9:00 a.m. to 5:00 p.m. Saturday sessions start at 8:30. The closing activities will be over at 12:30.
- ✓ **Applications:** Please submit a brief overview of your presentation as you would like it to appear in the program. Applications for presentation must be submitted before October 20, 2010, and sent via email to cbanegas@discoveryschool.edu.hn

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IX DISCOVERY WORKSHOP
THE JOY OF TEACHING
APPLICATION FOR PRESENTATION

We are delighted that you are willing to share your experiences and knowledge with fellow colleagues at the workshop. As you fill out this application, bear in mind the following guidelines:

- This is a “hands-on” workshop, thus the presentations should not be lectures or theoretical expositions.*
- The approach should be practical, and the aim is for teacher to leave your presentation with what they will need to implement the knowledge in their own classroom.*

Name of Presenter _____

Current Employment (*school and position held*) _____

Title of Presentation _____

Target Audience (*grade level/ages*) _____

Brief Description of the presentation (*as you want it to appear in the program*) _____

Give a synopsis of your teaching career (*credentials, experience, degrees*)

List any special materials/equipment you will need for your presentation
