

ALT-C 2011 – *Thriving in a colder and more challenging climate*

6-8 September 2011, Leeds, UK

Call and Guidelines for Proceedings Papers

Call opens in mid December 2010 and closes at midnight GMT on Wednesday 2 March 2011 (*extended deadline*).

This document can be found at http://www.alt.ac.uk/guidelines_papers.html

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1 Welcome and introduction

Welcome. Whether you've been involved in ALT for years, are new to the learning technology domain, or are an experienced practitioner, supplier, funder, policy maker, researcher, writer, or presenter from other fields, please take the time to review this call and guidelines document. With your help the 2011 ALT Conference can be a truly outstanding, influential, and enjoyable event internationally.

The conference will be co-chaired by John Cook (Professor of Technology Enhanced Learning at the Learning Technology Research Institute, London Metropolitan University), and Sugata Mitra (Professor of Educational Technology at Newcastle University).

ALT, the Conference Co-Chairs, and the ALT-C 2011 Programme Committee call for high quality proposals for inclusion in the ALT-C 2011 programme.

This document is the call and guidelines for proceedings papers. It is accompanied by a template for proceedings papers which can be found at http://www.alt.ac.uk/guidelines_papers.html.

A companion document (also at http://www.alt.ac.uk/guidelines_papers.html) is the call and guidelines for abstract-based submissions, including short papers, short presentations (ePosters), symposia, workshops and demonstrations.

2 The call for proceedings papers

Submissions should address one or more of:

- the six themes described in section 4 below;
- any other aspect of learning technology research, practice or policy.

This year we are again seeking a good mix of "research papers" addressing the themes of the conference, together with "thoughtpieces" and "early announcements".

A "thoughtpiece" could for instance bring together research, practice and/or policy into an overview which gives new insight into an area or suggests ways in which practice may develop from current work. We are particularly keen on institutional based reflection with wide applicability, both in the UK and internationally. Recent changes in the economics of education make these especially relevant this year.

An "early announcement" would normally be of work in development, perhaps indicating key results to date with the intention of being followed up by a full paper subsequently. It is especially important that such early announcements address the conference themes.

All three forms of output (research paper, thoughtpiece, and early announcement) will need to be submitted in a standard form that permits publication.

ALT defines research inclusively; to encompass informed scholarship and critical reflection, as well as empirical and evidence-based study. Therefore, we will welcome proposals which offer: synthesis and re-interpretation of existing research; critiques of developments in practice; theoretical arguments or conceptual frameworks; critical / reflective analysis; innovative research methodologies; collaborative research studies which cross traditional disciplinary boundaries.

Policy is similarly inclusively defined. We welcome proposals from institutions, government, agencies and individuals who are involved in policy development, interpretation and delivery in a context that is of sufficient generality to be of wide interest.

3 Submission deadline

The deadline for submissions is **midnight GMT on Wednesday 2 March 2011 (extended deadline)**.

4 About the conference

The conference "Thriving in a colder and more challenging climate" will be co-chaired by John Cook (Professor of Technology Enhanced Learning at the Learning Technology Research Institute, London Metropolitan University), and Sugata Mitra (Professor of Educational Technology at Newcastle University).

In 2011, education systems throughout the world are attempting to do more, better, and often with less. As the political, economic, social, agency and technological landscapes change, it is tempting for people in the learning technology community simply to "go on with vigour, hoping for the best" (Pitt the Younger, 1791). But this would be to miss a major opportunity.

Innovation is strongly stimulated by crises and pressures of all kinds. Our challenges are to:

- analyse and plan, and create and marshal evidence;
- demonstrate the benefits of astute deployment of technology to support learning;
- listen to and involve learners, teachers, and institutional leaders;
- draw on know-how and practice internationally, from across and outside our individual fields;
- take an institutional approach, whilst focusing on openness and frugality.

Time, the social tide, the expectations of learners, and economic pressure at organisational level will themselves be a driving force for innovation. The scope for people in our community to make a difference is great.

Accordingly, the ALT-C 2011 themes will be:

1. **Research and rigour** – creating, marshalling and making effective use of evidence
2. **Making things happen** – systematic design, planning, and implementation
3. **Broad tents and strange bedfellows** – collaborating, scavenging and sharing to increase value
4. **At the sharp end** – enabling organisations and their managers to solve business, pedagogic and technical challenges
5. **Teachers of the future** – understanding and influencing the future role and practices of teachers
6. **Preparing for a thaw** – looking ahead to a time beyond the disruptive discontinuities of the next few years

Thus we are seeking papers that help to enable institutions and individuals round the world to play their part in helping learning to survive and thrive in the changing environments of education. Learning Technology and Learning Technologists have an increasingly key role to play in this.

5 Examples of submission topics

Here is an indicative list of examples of subjects for submission. In all cases we are particularly interested to receive submissions that are international in focus.

- Papers that provide details of research leading to convincing evidence of the effectiveness or ineffectiveness of specific techniques and technologies in education.
- Papers that address mechanisms for and efficiencies arising from collaboration and the sharing of aspects of delivery of learning between individuals, institutions, countries or sectors.

- Papers that address how valuable functions, currently provided centrally and outwith the community, can be preserved and provided more efficiently within the community as the central funding diminishes, and how such models will “pull through” into the future.
- Critical studies of the problems present and future, being faced by institutions and mechanisms for their solution.
- Critical studies of strategic design, planning and implementation experience, including encouraging the spread of learning technology.
- Cost studies and risk based analyses of learning technology projects.
- Studies on the professional skills required by practitioners in the changing environments, and measures being undertaken to ensure that they are reliably present in those directly involved in teaching and learning.
- Thoughtpieces on the use of scalable technology enhanced resources used in the teaching and learning process.
- Thoughtpieces on the changes in institutional practice likely to result from the new pressures that are emerging.
- Large-scale or longitudinal studies of learning technology adoption.

6 Publication

Accepted papers will be available before the conference in the *ALT-C Proceedings*. This year these will be primarily electronic although some paper copies will be produced, and lodged with the copyright libraries. An abstract for the proceedings paper presentation will appear in the online conference handbook.

The conference proceedings will be identified by an ISBN.

After the conference the papers, will, at ALT's discretion, be hosted online in ALT's Open Access Repository.

7 Requirements for proceedings papers

7.1 Structure

A guide to the structure for **research papers** appears below. There is also key guidance on language, style and content, in the proceedings papers template at http://www.alt.ac.uk/guidelines_papers.html.

- Abstract (**compulsory**): A short abstract summarising the paper in no more than 350 words.
- Introduction: Brief introduction to the topic of the paper and the paper's structure.
- Background: The theoretical basis of the work and reference to related work with appropriate citations.
- Method: The methods being employed.
- Contribution: A critical account of the research work.
- Evaluation: An evaluation of the work in terms of the theory and method.
- Conclusion: A reflection on the successes and limitations of the work, its contribution to learning technology as a research discipline, and its potential for further development.
- References: References should follow the Chicago Author-Date System, which is described in full at http://www.tandf.co.uk/journals/authors/style/reference/tf_F.pdf, and in the proceedings papers template.

For other papers no guide is provided except that there must be: abstract; introduction; the body of the paper; conclusion; and references in the format above.

7.2 Other requirements

The following requirements apply to **all** proceedings papers:

- The maximum word count is 5,000 words. This includes everything, from the title to the references. Longer papers will not be reviewed.
- Authors must format proceedings papers according to the template at http://www.alt.ac.uk/guidelines_papers.html
- A list of tags (similar to keywords) is required for each paper submission, see section 13.2.
- Authors are required to submit **two** copies of the paper, the first is a complete paper, and the second is a carefully and fully anonymised version of the paper that ALT will use for refereeing purposes¹.
- The anonymised paper should have all author names, institutions and references to the authors' work removed. Thus a text fragment like

“one of the authors, Jane Digby (2006), described how work at the University of Manchester ...”

with the accompanying reference

“Digby, J. 2006. Tapetum character states: Analytical keys for tapetum types and activities. *Canadian Journal of Botany* 75: 1448–59.”

should appear as

“one of the authors, <author A>, described (2006) how work at the University of ...”

with the Digby, J. 2006. reference removed from the list of references.

- Your paper must be formatted as a Microsoft Word file (.doc), of 7 MB or less, including any diagrams in a single file. If you are using OpenOffice or other document preparation system, then please convert the file you submit to a Word 2003 compatible .DOC (not .DOCX) format.
- Filenames will be converted to internal submission system names. However, before beginning any uploads, please make sure that you can distinguish (and double check on) which file is the full version and which file is anonymised. The best way to do this is to include, respectively, the text-strings “complete” and “anon”, without the quotes, in the filenames for the complete and anonymised versions of the paper.
- Papers must not have been published elsewhere, in whole or in part.
- ALT is committed to an open publication model for conference contributions. By submitting a proceedings paper to ALT-C 2011, authors agree that they or their employer retain copyright, and that the paper is licensed for use with a Creative Commons “Attribution-Non-Commercial-No Derivative Works 2.0 UK: England & Wales licence” (see <http://creativecommons.org/licenses/by-nc-nd/2.0/uk/>).

In addition, ALT:

- may approach those submitting proceedings papers to seek clarification or request changes so that they better fit the conference programme (this relates particularly to the presentation overview that you are asked to provide with your paper – see 8 below);
- may return ill-structured or grammatically poor submissions to the authors for correction before the review process (typically these comprise a very small proportion of all proceedings papers);
- reserves the right to make sense-preserving grammatical edits to accepted papers during the proof-reading and publication process;

¹ As in previous years, all proposals will be reviewed “blind”. By asking you to provide the anonymised version, we avoid the risk that your proposal will suffer during the anonymisation process, since you are in control of this process.

- will not make any alterations to the titles of accepted papers, but please ensure that titles are **concise, readily comprehensible**, and that they **avoid florid or pretentious language**.

8 Presentation overview

In a 20-minute presentation (which will be followed by 10 minutes for discussion) it will rarely be appropriate to present the whole of a 5,000 word paper. Instead, presenters need to draw out and focus on key areas or points. This may be the main themes of a thoughtpiece paper, the theory or model generated from research data, the framework used to analyse the data, or key results that have significance for future research and practice, etc.

Consequently, authors **must provide** into the online submissions system **a presentation overview** (max 200 words) with their submission, indicating on which particular aspects of the paper they intend to focus in their 20-minute presentation, if included in the programme. (The presentation overview takes the place of the paper's abstract in the online submission system, and, along with the abstract, will be published in the online conference abstracts handbook).

- The presentation overview should not be included in the paper itself, but there is space in the proceedings paper template for a max 350 word normal abstract, for inclusion with the paper in the proceedings. This is distinct from the presentation abstract, which serves a different purpose.
- The presentation overview will **not** be used to judge the suitability of the proposed paper. There is therefore no need for it to be provided in anonymised form.
- The word count for the presentation overview does **not** contribute to the 5,000 word paper limit.

9 The refereeing, selection, and acceptance process

After review (and, possibly, one cycle of change and re-submission) the proceeding editors and the conference Programme Committee **select** papers for potential inclusion in the conference. After at least one presenter books to attend the conference, the paper is **fully accepted** for inclusion in the conference programme and publication.

9.1 Criteria for refereeing and selection

Proceedings papers for presentation at the conference will be refereed according to appropriate criteria drawn from the following.

- Relevance to the conference title "***Thriving in a colder and more challenging climate***" although this does not exclude other high quality proposals.
- Relevance to helping solve the problems being faced by institutions.
- Usefulness to conference participants including those from outside the UK.
- Contribution to scholarship and research into the integration of learning technologies into education.
- Reference to the characteristics and needs of learners.
- Appropriate reflection and evaluation.
- Clarity and coherence.

In the above, education is considered broadly and includes formal and informal learning settings in schools, colleges, universities, the workplace, homes and communities, at any stage in learners' lives, including continuing adult education.

9.2 Review and selection

Anonymised papers will be refereed by two anonymous referees, and the editors of the proceedings will then work with members of the conference Programme Committee to select papers for the conference.

Some papers may be selected dependent on making changes to the paper, and the authors will be provided with details of the changes required in referee and/or editor feedback. Any changes submitted will then be considered by editors in order to assess whether the reviewer/editor comments have been addressed satisfactorily.

9.3 Full acceptance

After selection for inclusion in the conference, at least one presenter must book to attend the conference. When this booking has been made, the paper will be accepted for the conference. To avoid your paper being dropped in these later phases it is important that

- ***if you have been asked to revise your abstract, you make the changes and resubmit the abstract as quickly as possible, making sure that deadlines indicated are met;***
- ***whether or not you have had to revise your paper, you should ensure that at least one presenter books a place at the conference as soon as possible after the conference opens for bookings in May 2011 by the agreed deadline which will be notified as part of the acceptance of the paper.***

If so desired, ALT will on request swiftly refund any payment made by a potential presenter who books to attend the conference and whose paper is not, for any reason, subsequently accepted.

10 Presentation at the conference

You will have 20 minutes to present your paper followed by 10 minutes for discussion. This will be strictly enforced. Guidance on presenting will be provided on the conference web site or by email closer to the conference.

Please keep ALT updated on any changes to the presenter(s) for an accepted paper via admin@alt.ac.uk.

11 Outstanding and Best Paper Awards

All presented papers will be considered by ALT for an Outstanding Proceedings Paper Award. To receive this award, the judges must all agree with the statement "This paper presents work that strongly advances the field of learning technology".

If there is no agreement on the words "strongly advances" then the judges may make a Best Paper Award.

12 Potential publication in the ALT Journal

The best papers at ALT-C 2011 will be forwarded to the Editors of Research in Learning Technology – the Journal of the Association for Learning Technology, to be reviewed for possible publication there. This does not preclude authors of other accepted papers from submitting revised papers to the journal, about which information can be found on the ALT web site at <http://www.alt.ac.uk/>.

13 The online submission system

The online submission system for ALT-C 2011 will be available at <https://alt.conference-services.net/> from mid-December 2010.

- Anyone submitting a potential contribution to the conference must create an account on the online system. If you are submitting more than one proposal you can use the same account for each submission.
- You can alter a submission that you yourself have made at any time up to the deadline.
- The submission system uses pop-up windows. If you have problems submitting your paper, please temporarily allow pop-up windows for this site on your browser.

13.1 Information required from submitters

The submission form will require the following information.

- Title of your proposed paper.
- The presentation abstract of up to 200 words – see 8 above.
- Your paper, in both full and anonymised forms, as Word documents, to a maximum file size of 7 MB, and saved in Word 2003 compatible .DOC (not .DOCX) format.
- Name(s) of the author(s) and the presenter(s), and their affiliations, in the order you wish them to appear in the programme.
- Session type (choose proceedings paper from the selection of demonstration, E-poster, proceedings paper, short paper, symposium, or workshop).
- A set of tags (similar to keywords) to help in assigning reviewers, and to help people who are considering attending the session to understand its focus. Please choose these tags carefully before you start the submission process, and read carefully the tag specification in section 13.2.
- Audio-visual and IT needs (you should describe fully any special requirements for your presentation, including any required software which will need to be pre-loaded. ALT does not guarantee to meet requests but will endeavour to ensure that appropriate facilities are provided)
- Intended audience(s) (e.g. practitioners, institutional managers, international, academic).
- Intended outcomes and activities for participants (activities will not be required for research papers, but outcomes will).
- You will also need to answer other questions regarding registering for the conference, etc.

13.2 Tag list

Please give the tags associated with your submission carefully. These will be used to allocate appropriate reviewers and, if your paper is accepted, to help us group papers suitably, and to supply information to conference participants, support searching etc.

You can choose any tags that you wish but you may find that the inclusion of some from the lists below will enable easier and more relevant assignment of both reviewers and session and make it more likely that you will attract a reasonable audience.

Your tag list must be in this format.

- Tags are separated by spaces and start with a small (lower case) letter.
- Tags which are constructed from multiple words are elided with second, third, etc word initially capitalized, with a similar treatment for numbers, for example: **learnerExperience** or **web2.0**.
- The plural form is used for tags describing physical objects, for example: **tabletPCs** or **eBooks**.
- The singular form is used for concepts and approaches, for example: **costBenefit** or **socialConstructivism** or **learnerExperience**.
- Acronyms that normally appear in capitals are retained as such, possibly pluralised. Only common acronyms can be used, for example: **LT** or **VLEs** or **JISC** or **CPD**.

Possible tags to include that could help demonstrate alignment with the themes are – this list is not exhaustive:

marshallingEvidence, effectiveness, design, planning, implementation, mitigatingRisk, collaboration, scavenging, sharing, problemSolving, savingMoney, costBenefit, professionalDevelopment, futureRoles, educatingTeachers, CMALT, ALT, futureproofing, funding, rigour, institutionalProblems, expectationsOfInstitutions, convincingSceptics,changingLearnerExpectations, organisationalLandscape, respondingToChange, productivity, scalability, reducedFunding, earlyResearch, thoughtpiece, challengesForTheFuture, longTermValue, international, movingLearnersBetweenSectors, movingLearnersBetweenCountries, mainstreaming, replacingNationalCentralServices, extendingLife, sharedServices, convincingInstitutions, efficiency, mobileLearning, earlyAnnouncement

Other common tags could include – this list is not exhaustive:

evaluation, evidence, learnerVoice, immersiveLearning, disciplineBased, VLEs, CPD, OER, training, experience, futureLibraries, web2.0, learningDesign, methodology, research, ethnographic, languages, technology, informalLearning, transfer, savings, quality, benefits, repositories, openSource, privateProviders, enterpriseArchitecture, uptake, caseStudy, tools, preservation, digitization, DFE, BIS, JISC, HEA, subjectCentres, HEFCE, LSIS, learningObjects, reusability, HEARs, transcripts, recordingAchievement, assessment, mobileDevices, peerSupport, support, mentoring, staffDevelopment, socialNetworking, podcasting, evaluation, onlineTutoring, onlineCommunities, learningPlatforms, handheldDevices, learnerAcceptance, schools, FE, workBasedLearning, distanceLearning, openAccess, openContent, OER, openEducationalPractices, onLineLearning, simplification, selfDirectedLearning, cloudServices

13.3 The submission process

Here are some hints for submitters.

- Log in to the submission system when you have prepared your abstract. Enter your email address and the password you chose when you registered with the system.
- You will be taken to a screen on which the submission process starts. Please read the instructions on this screen carefully. If you want to submit a new proposal, select the link that says “Click here to submit a new proposal”.
- Submitting a proposal is a multi-step process. Each step asks several questions. Some questions are marked “required” and you will not be able to complete your submission until these questions have been answered.
- If you have to stop part-way through the process, your submission will be stored until you return later and complete all the questions. For example, when you log in again you can click on an incomplete abstract and resume submission.

13.4 Amending a submission

If you wish to change your submission, you can do this at any time up to the end of 21 February 2011 GMT.

- Log in to the submission system.
- You will see a list of the proposals that you have submitted. Select the proposal that you wish to change.
- Amending a proposal is just the same as the original submission process except that the online form will be automatically filled in with the answers that you gave previously. You don't have to change an answer if you don't want to.
- When you reach the final step and press “Finish” you will be sent an email confirming that your proposal has been amended.
- Once submissions close on the 21 February 2011 you will no longer have access to your paper until after the Programme Committee reaches decisions on the programme.
- Once your submission has been accepted for inclusion into the programme, with any amendments that are required, we intend that users will be “locked out” from access to allow us to prepare papers for publication.

13.5 Queries about the submission process

If you have any queries about the submission process or you want to withdraw from the process please contact the ALT Publications Manager at: publications@alt.ac.uk.

14 Further information

If you have any queries related to proceedings papers strand, please contact one of the following Proceedings Editors:

- Kia Ng k.c.ng@leeds.ac.uk
- David Hawkrige d.g.hawkrige@open.ac.uk

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