

# GENERAL INFORMATION & PCEs

## IATEFL's 40<sup>th</sup> International Annual Conference and Exhibition

will be held at the Harrogate International Centre in Harrogate, North Yorkshire, UK. Join us in the elegant Victorian spa town known as 'England's Floral Town' and winner of European in Bloom competition Entente Florale 2004.

The Harrogate International Centre is set in the heart of the town, within walking distance of shops, hotels, guesthouses, restaurants, parks and gardens.

Associates' Day and seven Pre-Conference Events will take place on Saturday 8<sup>th</sup> April, followed by the conference & exhibition from Sunday 9<sup>th</sup> to Wednesday 12<sup>th</sup> April.

The 40th international annual conference will bring together ELT professionals from around the world to discuss, reflect on and develop their ideas. The conference programme will offer many opportunities for professional contact and development.

International presenters will give workshops and talks and take part in panel discussions and symposiums.

### Exhibition

There will be an ELT Resources Exhibition, open to all for the length of the conference, showing the latest published materials, cassettes & videos, computer software and services.

Do take time to visit and re-visit the exhibition stands during the conference.

### Presenters' information

The deadline for speaker proposals is **Monday 26<sup>th</sup> September 2005**.

Prospective contributors to the conference, who must be members of IATEFL at the time of submitting their proposal, are invited to offer presentations by completing the attached Speaker Proposal Form.

Proposals may be for talks, workshops, panel discussions or as a contribution to a symposium - please refer to the attached guidelines.

Speakers must also register and pay the **full** conference registration fee by **Friday 20<sup>th</sup> January 2006**.

Speakers must register using the Speaker Registration Form attached to the Speaker Proposal Form (separate registration forms for each speaker).

### Plenary speakers

The plenary speakers will be Michael Swan, Jennifer Coates, Ryuko Kubota and Bena Gul Peker.

### Pre-registration for the Conference

Registration is open to any member of the public who wishes to attend the conference. We strongly recommend that delegates register early and take advantage of the early-registration rate.

There is a reduced members' rate. If you wish to join IATEFL in order to take advantage of this rate, please contact the office for a membership form or join online at [www.iatefl.org](http://www.iatefl.org). You will see that IATEFL also offers a Single Day Attendance Fee.

To register for the conference or a pre-conference event, please use the attached Delegate or Speaker Conference Registration Form or apply online at [www.iatefl.org](http://www.iatefl.org) where you can make secure payments with a credit card.

Speakers must register using the Speaker Registration Form attached to the Speaker Proposal Form.

Please make every effort not to leave your registration until the last minute as the IATEFL Office will be fully committed to conference arrangements at the end of March 2006.

Unless we receive your registration form by Friday 31<sup>st</sup> March, you will need to complete a new registration form on arrival at the venue.

### Conference, exhibition and registration timetable

Registration desks will be located in the Queen's Suite area. Registration will be open in the morning of Saturday 8<sup>th</sup> April for PCE delegate registrations only.

Registration will be open from Saturday afternoon for conference registrations.

Delegates must register before they can attend any sessions as admission is strictly by badge. Late arrival at the registration desk could preclude you from the first session of the day, as latecomers will not be allowed into sessions.

On each day, the registration desks and the exhibition will open at 8am. They will close at 6pm except for the final day when they close at lunchtime.

The sessions will start at 9am and end around 6.30pm, except for the final day when the conference ends after the final plenary session at lunchtime. Exact timings will be made known later this year.

## Getting to Harrogate & the venue

**By air** – Leeds Bradford International Airport is 12 miles south of Harrogate. Delegates can travel from Leeds Bradford International Airport to Harrogate by bus. Buses depart every 90 minutes and the journey time is 30 minutes. Please visit [www.bus2jet.com](http://www.bus2jet.com) for details. Manchester International Airport is 56 miles from Harrogate, with a direct train service to Leeds station. Both airports have internal, European and worldwide flights to a wide range of destinations.

**By rail** – There are regular train services to Harrogate via York and Leeds (both 30-minute journey times). The train service to and from London Kings Cross (2½ hour journey time) is run by GNER (see [www.gner.co.uk](http://www.gner.co.uk)). Tickets and timetables can be obtained from National Rail enquiries by telephone on +44 (0) 8457 484950 or at [www.thetrainline.com](http://www.thetrainline.com). For general information on different kinds of rail tickets in the UK, see our note on the conference page on our website at [www.iatefl.org](http://www.iatefl.org)

**By road** – Harrogate is located within easy reach of the North/South A1/M1 and the East/West M62 motorways. Harrogate is 200 miles from both Edinburgh and London. The A61 and A59 are main routes to Harrogate. Motorway Access – From London: M1-A1(M) Exit Wetherby. From the North: A1 Exit Wetherby or Knaresborough. From the

East: M62-A1(M) Exit Wetherby. From the West: M56-M62-A1(M) Exit Wetherby. (Wetherby is 9 miles and Knaresborough is 8 miles from Harrogate.)

**By coach** – National Express operates coaches from most UK airports and cities to Harrogate Bus Station. Timetables and prices can be obtained from National Express enquiries by telephone on +44 (0) 8705 808080 and at [www.nationalexpress.com](http://www.nationalexpress.com)

**By sea** – 60 miles to the east of Harrogate, Hull has ferry services from Rotterdam and Zeebrugge.

## Accommodation

Harrogate Accommodation Service has arranged accommodation at various hotels in Harrogate. There are different price bands from which delegates can choose. In order to reserve accommodation at your preferred hotel, it is recommended that you book your accommodation as early as possible. Please complete the Accommodation Booking Form (enclosed with this brochure) and return it to Harrogate Accommodation Service. Accommodation will be allocated on a first-come-first-served basis. Delegates who have not received confirmation of their accommodation two weeks after sending their booking form are advised to re-contact Harrogate Accommodation Service.

You can also book your accommodation online at [www.harrogateaccommodation.service.co.uk](http://www.harrogateaccommodation.service.co.uk). Click on 'reserve your accommodation' in the 'conference delegates' box. You will need the following:  
Pin number – 16  
Password – iatefl (N.B. case sensitive)  
Then follow the online prompts.

## Car parking

There are 450 parking spaces at the Harrogate International Centre, available from Sunday to Wednesday. Charges apply and a 24hour stay costs £10.00. There is a car park nearby for parking on Saturday 8<sup>th</sup> April.

## Meals

A catering area will be located in the exhibition hall during the lunch breaks. There will be a variety of snacks, salads and hot food served. All food will be offered on a cash basis. Alternatively, take a stroll and enjoy the many cafés and restaurants in the town, just a few minutes' walk away.

A complimentary tea/coffee will be served during the coffee breaks. Catering and bar facilities are available in the exhibition area during the day for delegates to purchase drinks at other times.

## Evening events

A programme of events will be arranged for delegates during the evenings of the conference week. These will be shown on our website ([www.iatefl.org](http://www.iatefl.org)) in the coming months.

## Conference attendance donations

This year we are giving all delegates and speakers the opportunity to help our scholarship winners to take up their free conference registration. Any donation received will help toward travel and accommodation costs.

You can make a kind donation with your registration form.

## Cancellations and insurance

Cancellations of Conference and PCE Registrations received before 1<sup>st</sup> March 2006 will incur a 50% cancellation charge. Cancellations after this date will not be refunded.

For equipment fee cancellations received before 1<sup>st</sup> March 2006, any banking charges will be deducted from your refund. Cancellations after this date will not be refunded.

We strongly recommend that delegates purchase insurance

to cover any cancellations and losses that may occur whilst they are away from home.

## International delegates

Delegates who require an invitation in order to make visa arrangements and other travel requirements should contact IATEFL by telephone on +44 (0) 1227 824430, by fax on +44 (0) 1227 824431, or by emailing [conferenceprocessor@iatefl.org](mailto:conferenceprocessor@iatefl.org). Please state your full name, postal address, fax number and email address.

## IATEFL contact details

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Kent CT2 7NY, UK

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**Fax** +44(0)1227 824431

**Email** [generalenquiries@iatefl.org](mailto:generalenquiries@iatefl.org)

**Web** [www.iatefl.org](http://www.iatefl.org)

# PRE-CONFERENCE EVENTS (PCEs)

**Pre- Conference Events (PCEs)** will be held on Saturday 8<sup>th</sup> April specifically for delegates who wish to concentrate on a particular topic. PCEs are planned as professional development days and participants will receive a certificate of attendance.

This year, the Special Interest Groups organising Pre-Conference Events are:

**ELT Management** on Development opportunities for managers

**ES(O)L / Teacher Trainers & Educators** on International perspectives on teacher training

**English for Specific Purposes** on ESP and EAP in the developing countries - state of play vs. actual needs and wants

**Literature, Media & Cultural Studies / Teacher Development**

'This really moved me!' : Moving forward with literature about teaching

**Research** on Doing high quality research

**Testing, Assessment & Evaluation**

**Young Learners** on Young learners and the CLIL continuum

## How to Pre-Register for a PCE

Delegates who wish to attend a PCE on Saturday 8<sup>th</sup> April should send a conference registration form to IATEFL. The registration forms have been designed for delegates who wish to attend the PCE, or the conference, or both.

We recommend that delegates pre-register early for a PCE as there are limited places available. Places will not be booked until full payment is received.

The PCE Registration Desk will be open from 0800 to 1000 on Saturday.

The PCE programmes will start at 10am promptly and end at 4pm or 5pm. Preliminary details of the PCE programmes follow.

### ELT Management

Development opportunities for managers

"In a time of drastic change it is the learners who inherit the future. The learned usually

find themselves equipped to live in a world that no longer exists." Eric Hoffer

Only those individuals who can learn, unlearn and relearn will be able to survive and thrive in the educational world of the future. How can ELT managers develop themselves whilst attending to the 1,101 other tasks that fill their busy lives? How can they also develop themselves when they don't have access to formal management courses? This workshop will outline the major responsibilities of managers, give participants an opportunity to practise developmental activities available in any context and review some of the more formal management training options. The aims of the seminar are to help ELT leaders and managers reflect on what competences they need and then to consider how they can develop them. The workshop will include:

- Planning your own professional development
- Self-assessment
- Meeting the challenges that inhibit development
- Feedback activities
- Coaching and mentoring
- Management courses

- Reading and website options
- Management Discussion Lists and Special Interest Groups

### **ES(O)L / Teacher Trainers & Educators**

International perspectives on teacher training

In the last few years we have seen a growing awareness of the contexts in which English language is taught in ES(O)L and EFL settings. This has had an effect on teacher training schemes, both in the UK and internationally. The well-known Cambridge ESOL and Trinity College initial training courses have been adapted for use in both sectors, most recently with the introduction of extra modules to take account of the literacy needs of language learners. During this PCE event we would like to review the impact of new developments in EFL/ES(O)L teaching and consider their implications for teacher education.

By the end of the day we will have:

- considered to what extent good practice in teacher education for ESOL or EFL can be transferred between the two domains;
- explored means of making training course syllabus areas such as 'literacy' relevant and useful to trainees who expect always to work in EFL, as well as to those who intend to work in ESOL;
- addressed the issue of teachers' knowledge of the target language and how they use this knowledge in the classroom;
- looked at ways of supporting novice and unqualified or differently qualified teachers;
- discussed the balance of attention to teacher competences and to the needs of the language learner.

### **English for Specific Purposes**

ESP and EAP in the developing countries - state of play vs. actual needs and wants

This pre-conference event will pay tribute to the oft-underappreciated issue of the state of ESP and EAP across the continents in the developing countries (e.g., in Africa, South America, Central Asia, South-East Asia or Australasia) or the countries whose economies have historically prevented them from building better ESP and EAP infrastructures (e.g., the 10 new EU members or the prospective entrants to EU).

The opening session of the event will be delivered by John Myles Holloway (UNISA, South Africa) and Mark Krzanowski (IATEFL's ESP SIG Coordinator). They will comment on the ways via which ESP and EAP practitioners in 'well-established' countries can provide practical and logistical assistance with regard to the needs of ESP, EAP and EOP language teaching in developing countries. Such support includes teaching exchanges, cooperative materials development, resource sharing, advocacy and lobbying, and fundraising (to permit practitioners from very poor or disadvantaged countries to access conferences, resources and opportunities elsewhere).

The remaining presenters will describe the ESP, EAP and EOP realities in their own cultures, and will demonstrate the current practical output on offer to students and teacher trainees alike. It is hoped that the members of the audience attending the PCE will be able to form closer links on an individual (colleague-to-colleague) and institutional level (e.g., collaborative institutional ESP and EAP arrangements between an established ESP/EAP provider in a 'developed'

country and an assistance-seeking ESP/EAP provider from a 'developing' or a 'traditionally-disadvantaged' country). Naturally, the ESP SIG of IATEFL will act as a catalyst for a more pronounced and stronger future collaboration between the participants of the PCE.

Many ESP/EAP/EOP practitioners have already expressed their desire to prepare a contribution for the event, and they represent a number of different countries from all the continents, e.g., Pakistan, Jamaica, Malaysia, the Kyrgyz Republic, Russia, Turkey, Bangladesh, Papua New Guinea, the Palestinian territories, Kenya, Rwanda, Brazil, Poland. The talks will be videoed so that a special DVD is produced for the ESP members of IATEFL (as well as a separate publication including the papers of the participants of this PCE).

### **Literature, Media & Cultural Studies / Teacher Development**

'This really moved me!':  
Moving forward with literature about teaching

In this PCE we will look at the link between literature and teacher development from two perspectives. One is the perspective of using literature about (language) teaching as a point of departure for discussions of our professional lives, and from there exploring changes we might want to bring about.

The second perspective will be developing our use of literature in the classroom: through engagement with short stories, poems and extracts from novels, we will discuss activity types for using literature in the EFL/ESL classroom.

You will emerge from this workshop with an enhanced appreciation of the way in which literature can be used in EFL/ESL to provide opportunities both for professional and for language development, without

sacrificing the engagement with it as literature. You will also come away with your own literature based activity for use with your students.

The presenters are Colin Mackenzie, the coordinator of the TD SIG, and Amos Paran, the coordinator of the LMCS SIG.

### **Research**

Doing high quality research

This event explores what 'high quality' means in the context of ELT research. Two key questions we will consider are: what criteria can be used to assess the quality of research? and what can researchers do to enhance the quality of their work? These issues will be examined through a combination of input from experienced researchers and interactive tasks which allow participants to draw on and discuss their own experience. By the end of the day participants will be aware of a number of criteria for research quality and of strategies for addressing these. All participants will also receive a book about research published by the Research SIG.

### **Testing, Assessment & Evaluation**

The Common European Framework has been adopted by many different users. It is being applied in numerous countries, and therefore has an impact on the teaching of English in Europe, perhaps even in the world. We have much to learn from it, but we also need to apply it critically. What can we say, after some

six years, about how the framework has been interpreted and implemented in various countries? IATEFL's TEA SIG will invite both enthusiastic users and critics to let us take a closer look.

### **Young Learners**

Young learners and the CLIL continuum

Content and Language Integrated Learning (CLIL) is an umbrella term for a continuum of language learning experiences ranging through content-based foreign language learning, subjects across the curriculum, English as an additional language, immersion and bilingual education. With threads of common methodologies these language learning practices take place in different contexts and produce different results.

CLIL experiences are gathering momentum world wide, and the YL SIG would like to bring a selection of these practices together, providing examples along the continuum and the possibility of sharing both knowledge and experience in a methodology. We are arranging a day packed full of interesting presentations and plenaries.

The YL SIG PCE will consist of two plenaries opening and closing a day which includes workshops and communications by leading practitioners and theorists sharing CLIL practice in primary and secondary education. Our two confirmed plenary speakers are John Clegg and Teresa Reilly.

John Clegg is an educational consultant who works with

both primary and secondary teachers. His experience covers work through the CLIL continuum in Africa and Europe. Teresa Reilly is Bilingual Projects Manager at The British Council, in Madrid. She has worked extensively with the Spanish Ministry of Education on implementing an integrated Spanish/English infant and primary curriculum. We look forward to seeing you in Harrogate!

### **Associates' Day**

IATEFL has around 70 Associate Members. An Associate is another Teacher Association (TA) that has entered into a mutually beneficial relationship with IATEFL. Increasingly, though, the real benefit of becoming an Associate lies in linking up to a network of teacher associations all over the world, and through this, a network of language educators all over the world.

The Associates' Day is a chance for representatives of these TAs to get together and discuss matters of common concern. One of the overarching aims of most TAs is to build professional communities. The tools for this community-building have changed radically over the past few decades. In addition to printed newsletters and face-to-face events, we now have on-line journals, e-lists, interactive websites, etc.

As always, the specific agenda points will be drawn up nearer the actual date of the meeting by the TAs themselves.

# **SPONSORSHIP OPPORTUNITIES**

**Sponsorship at the IATEFL conference will give you a high profile with key international professionals & institutions, whilst enabling you to show your support for and commitment to this prestigious event.**

**For further details please contact**

**Executive Officer, Glenda Smart, on  
glenda@iatefl.org**

**or**

**Conference Organiser, Alison Medland, on  
alison@iatefl.org**

# **CONFERENCE ATTENDANCE DONATIONS**

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**Donations received will help the scholarship winners with their travel and accommodation costs.**

**Please show your support by making a donation with your registration form.**