

# AUTISM VICTORIA 2005 STATE CONFERENCE

19<sup>th</sup> & 20<sup>th</sup> July, 2005 at the Melbourne Exhibition Centre,  
2 Clarendon Street, SOUTHBANK. **KEYNOTE SPEAKERS** will include  
Rita Jordan (University of Birmingham) and Wendy Lawson

## CALL FOR PAPERS, POSTERS, PRESENTATIONS AND EXHIBITORS VOLUNTEERS TO ASSIST WITH STAGING OF THE CONFERENCE

This two-day conference and exhibition is being organised by Autism Victoria, convenors of the highly regarded Inaugural World Autism Congress in 2002. The purpose of the conference is to present up to date information about Autism Spectrum Disorders to Victoria. The program will include sessions about

- Research developments
- Program, Therapy, Management and Treatment Options
- Personal Experiences with Autism Spectrum Disorder
- Resources and Services

...and will cover all ages and diagnoses - Autism, Asperger Syndrome, PDD-NOS

**Program and Registration** details will be finalised in **March 2005**, and proposals from potential speakers, presenters, exhibitors and other interested persons are now invited. Parents, family members, people with an Autism Spectrum Disorder, students, academics, professionals, service agencies, government departments, commercial suppliers – all involved in any way with Autism Spectrum Disorders are invited to submit proposals.

Autism Victoria welcomes **offers of support** to assist with the organisation of the 2005 State Conference. If you can help in any of these areas, complete the relevant details in the attached form and forward to Autism Victoria.

- **Office support** (in the six weeks prior to the conference, to assist with registrations, printing, collating, packing and sundry other tasks)
- **Info Technology** (to assist presenters before and during the conference – our objective is for all presentations to be made using PowerPoint, and for papers to be posted on our web site)
- **Session Chairpersons** (to introduce and support speakers and manage each session)
- **Hosts** (to assist regional attendees visiting Melbourne for the conference both before and during the conference)
- **Product and Services Exhibition** (to assist with planning, set up and support to exhibitors)
- **Publicity, Promotion and Sponsorship** (to assist with these tasks to ensure we get maximum community exposure and support for the event and for Autism Spectrum Disorders)
- **Suggestions?** - any ideas to help ensure the conference is accessible, worthwhile and a success will be gratefully received

Please complete the details that apply to your proposal on the attached form and forward – via mail, email or fax, to Autism Victoria. **NO LATER THAN** Friday 25<sup>th</sup> February 2005. All proposals received by this date will be considered. We cannot undertake to consider proposals received after this date.

EMAIL	FAX	POST
<a href="mailto:admin@autismvictoria.org.au">admin@autismvictoria.org.au</a>	(03) 9885 0508	Autism Victoria PO Box 235 ASHBURTON VIC 3147

**CLOSING DATE** Friday 25<sup>th</sup> February 2005 at 5.00 pm

**You can ring Autism Victoria on (03) 9885 0533 or visit our web site at**  
**[www.autismvictoria.org.au](http://www.autismvictoria.org.au) for further information.**

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NAME(S) (if more than one presenter, please list chief presenter first).....

If applicable, your POSITION(S) and/or ROLE(S) and ORGANISATION(S).....

CONTACT DETAILS – daytime **phone**, postal **address** and **email** (in the case of several presenters, please include details for the chief presenter only).....

Type of INVOLVEMENT – please tick the box that applies to this proposal and then complete the relevant details. You may submit multiple proposals, please use a different form for each one (available from our website or from our office).

<b>1. Presenter</b> <input type="checkbox"/>	<b>2. Poster</b> <input type="checkbox"/>	<b>3. Exhibitor</b> <input type="checkbox"/>	<b>4. Volunteer</b> <input type="checkbox"/>
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## 1. Presenters

TITLE OF PAPER.....

PREFERRED STYLE (we expect all presenters to use PowerPoint – assistance can be given if you are unfamiliar with this software program)

Oral Presentation – indicate if you are offering a  Keynote Address (45 minutes) or  Paper (30 minutes)

Workshop Presentation - Format..... Time Required.....

ABSTRACT – please attach an abstract of your proposed presentation. This should include a key sentence, or summary in point form (40 words or less) for use in the conference program. Abstracts will be used to determine inclusion in the conference program, and if included, will be published in the Conference Proceedings – in hard copy and on our website. **Your abstract must be no longer than 300 words.**

## 2. Posters

TITLE OF POSTER.....

FORMAT - we will provide you with dimensions once your poster has been accepted. Please give some thought to the way in which you will present your information, and remember that it has to be legible from a distance of one metre plus.

ATTENDANCE .... - please tick if you wish to have a time scheduled on the program where you will be available to speak to attendees about your poster.

‘TAKE AWAY’ INFORMATION – please tick if will you have information sheets or brochures etc accompanying your poster for attendees to take with them.  Please provide details - .....

ABSTRACT – see details above in the Presenter section, and attach your abstract to this proposal.

## 3. Exhibitors

Several exhibition options will be available, ranging from a table with chairs and poster board, through to full booths for product displays, sales and audio visual set ups. We will be using a well-known exhibition company to supply and install display equipment. The fee for each exhibitor will be a flat \$110.00 (inc.GST), **plus** the costs of your display equipment hire, facilities and set up. **Please attach an outline** of your proposed exhibition – product type, style of exhibit (table, booth, display boards etc) space required and expected equipment and facility requirements (power, ISDN for online displays, shelving, signage etc). The exhibition space is limited, and we may not be able to cater for all your requirements.

## 4. Volunteers

Please insert your details above and attach an outline of how you could assist us in the preparation and staging of the conference. Please include details of your skills and experience. Volunteers will be eligible for a reduced conference fee.