

BERA ANNUAL CONFERENCE 1994

Brief notes of guidance for Symposium Organisers

Symposia involve several contributors. They can take a variety of forms including presentations, discussions, or workshops.

Each symposium normally has a three-hour programme slot allocated by the Conference Committee.

As a symposium convenor it will be up to you to recruit and brief contributors, and to provide the Conference Committee with an outline of the symposium and abstracts of the contributions.

All offers of symposia from BERA members are usually accepted, and offers from non-members are also welcome. If more than one offer is received for the same topic, the different groups will be put in touch with each other.

We shall be especially interested in symposium contributions from researchers from other countries, and will try to help get funds to support travel. (However, note the point about expenses below.)

A fuller set of guidelines will be sent to anyone who submits a proposal for a symposium.

Brief notes of guidance for Individual Contributors

Individual papers are grouped on the Programme into broad areas of interest. Each paper is normally allocated half an hour.

Contributions are of various kinds. Some report research findings, others offer critical comment on findings or raise issues in methodology.

Presentations can take a variety of forms, including discussions or workshops. The full half-hour should not however be spent on presenting the paper: time should be left for discussion.

A fuller set of guidelines will be sent to anyone who submits a proposal for a paper.

Please note that BERA cannot pay fees or expenses to symposium organisers or individual contributors, who must meet the cost of attendance at the Conference from their own sources.

British Educational Research Association
Twentieth Annual Conference - 8-11 September 1994
St. Anne's College, Oxford

PROPOSAL FOR A SYMPOSIUM

Name of Convenor:

Work Address:

Telephone:

Title of symposium:

Names of contributors who have agreed to participate:

Outline of the purpose and structure of the symposium: (It is not necessary at this stage to provide abstracts of the different contributions.)

Please send to the Conference Organiser as soon as possible, and no later than 28 February:

Donald McIntyre (BERA), University of Oxford Department of Educational Studies, 15 Norham Gardens, Oxford OX2 6PY.

Tel: 0865 274021 Fax: 0865 274027 Email: bera.conf@vax.ox.ac.uk

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PROPOSAL FOR AN INDIVIDUAL PAPER

Name of Presenter(s):

Work Address:

Telephone:

Provisional Title of Paper:

Brief Description of Paper (for inclusion in Conference Programme): this should explain the concerns of the paper in such a way as to help conference participants to decide whether or not they want to attend the presentation; it is not necessary to summarise the contents or the argument of the paper, although that is one possibility:

Please send to the Conference Organiser as soon as possible, and no later than 30 April:

Donald McIntyre (BERA), University of Oxford Department of Educational Studies, 15 Norham Gardens, Oxford OX2 6PY.

Tel: 0865 274021 Fax: 0865 274027 Email: bera.conf@vax.ox.ac.uk

British Educational Research Association
Twentieth Annual Conference - 8-11 September 1994
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'Research and Quality in Education'

CALL FOR PAPERS AND SYMPOSIA

BERA's annual conference is the major gathering in the UK of researchers and people interested in educational research. This year's conference in Oxford is expected to attract large numbers and, since accommodation will be limited, early booking will be wise.

Regular features of annual conferences are the Lawrence Stenhouse Memorial Lecture, the Presidential Address, the Book Exhibition, and symposia and debates organized by the BERA Task Groups on Curriculum, Assessment, Teacher Education, Educational Management, Primary Education and Adult Education.

Among special features of the Oxford conference will be:

- BERA's First Twenty Years: A Celebration and a Review
- Presidential Forum on Quality in Educational Research.
- symposia for Educational Research Students on their Needs, Problems and Careers.
- symposia on Research and Education in Health Care Professions.
- papers by leading European and American Researchers.
- particular emphases on Practitioner Research, on Research into the Education of Minority Ethnic Groups, and on the Use of I.T. in Research.

Anyone interested in **presenting a paper** or in **convening a symposium** at BERA 1994 is asked to complete the appropriate attached form and to send it to the Conference Organizer as soon as possible. Offers of symposia should be submitted by **28 February** at latest, and offers of papers by **30 April** at latest.

ALL OFFERS OF PAPERS AND MOST OFFERS OF SYMPOSIA FROM BERA MEMBERS ARE ACCEPTED. OFFERS FROM OTHERS ARE WELCOME.

Please read the guidelines overleaf. Fuller guidelines for the organisation of symposia or the presentation of papers will be sent to all those who submit proposals.

Booking Form		Member	Non-Member	Your Booking
Membership until 31.12.95		40		
Full Board and Registration Fee		210	245	
Full Board and Registration Fee (if booking before 30 April)		200	235	
Thursday	Day rate (lunch and tea) Dinner Bed and breakfast	12 15 29	15 18 32	
Friday	Day rate (coffee, lunch, tea) Dinner Bed and breakfast	14 15 29	17 18 32	
Saturday	Day rate (coffee, lunch, tea) Conference Dinner Bed and breakfast	14 31 29	17 36 32	
Sunday	Day rate (coffee, lunch)	12	15	
Registration Fee		18	22	
Cheque enclosed for total				

Please double-check your figures; and please complete details overleaf

British Educational Research Association
 Twentieth Annual Conference: 8-11 September 1994
 St. Anne's College, Oxford

'Research and Quality in Education'

CONFERENCE BOOKING FORM

Notes about booking

1. SPECIAL MEMBERSHIP OFFER: If you join as a new member with your conference application, you (a) become a new member until December 31st, 1995 for the price of one year's subscription, and (b) enjoy member rates at the conference.
2. We expect large numbers of people at the conference, and we may not be able to accommodate everyone. Also, the best accommodation goes to the earliest applicants. So do book as early as possible.
3. St. Anne's College needs to know by 1 August the overall numbers for whom accommodation is required. Therefore we cannot guarantee to accept bookings after that date.
4. There is a £10 reduction in the conference fee for those registering for the whole conference before 30 April.
5. Cheques may be post-dated 1st August 1994. Receipts will be issued.
6. Please do not ask your institution to be invoiced. It is too costly and, in the past, has led to non-payment.
7. All participants are required to pay the registration fee and for their accommodation and refreshment.

8. We regret we cannot accept provisional bookings or bookings based on 'pay at the door' arrangements.
9. Any cancellations and refunds are liable to an administration charge.
10. No refunds are paid to participants who arrive later or leave the conference earlier than they had intended.
11. A substantial number of twin-bedded rooms can be made available, at the same price per person as single rooms.
12. Members of SERA are entitled to BERA member rates.
13. Participants will receive a detailed draft programme and travel details some weeks before the conference. The full conference programme is distributed at conference registration.
14. Please keep a note of your booking details.
15. Please send completed booking form and cheque for the full amount (payable to **OUDES (BERA)**) to: **Donald McIntyre , Conference Organiser**, at the address below.

Thank you.

All Enquiries:

BERA Office
University of Oxford
Department of Educational Studies
15 Norham Gardens
Oxford OX2 6PY

Tel: 0865 274021
Fax: 0865 274027
Email: bera.conf@vax.ox.ac.uk

Conference Registration Details

Name including first name and academic title:

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Address for correspondence before August:

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Institution:

Daytime telephone:

Address for conference papers to be sent in August:

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Vegetarian or other dietary requirements:

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