# Navigating the Annual Meeting

## **Explanation of Session Formats**

## **Business Meeting**

Format: All divisions and SIGs must hold a business meeting to conduct the business of their unit.

#### **Demonstration/Performance**

Format: Demonstration/performance sessions are directed to using, showing, or illustrating a particular technique, tool, or method in order to convey the value of the approach for research or to illustrate or present understandings or findings through such a method.

#### Fireside Chat

Format: Fireside chat sessions offer participants an open forum to discuss ideas on topics of interest to a group of professionals. The majority of fireside chats are geared toward topics of interest for graduate students.

#### **Invited Session**

Format: An invited session features presenters who have been invited as guest speakers because of their prominence in the field. Invited sessions are open to all attendees.

## **Off-Site Visit**

Format: Off-site visits offer participants site-specific learning, such as observation of a school in session. This format takes advantage of the unique attributes of the city in which the Annual Meeting is occurring and connects researchers with concrete examples of relevant work. Visits are to be spent at a site other than the meeting rooms, such as a school, museum, science lab, or community agency.

## **Paper Session**

Format: In paper sessions, authors present abbreviated versions of their papers, followed by comments/critique, if there is a discussant, and audience discussion. A typical structure for a session with four or five papers is approximately 5 minutes for the chair's introduction to the session, 10 minutes per author presentation, 20 minutes of critique, and 15 minutes of discussion. Session chairs may adjust the timing based on the number of presentations and discussants scheduled for the session. Individuals must be attentive to the time allocation for presenting their work in paper sessions. In the case of multiple-authored papers, more than one person may present, but multiple presenters are urged to be attentive to the total time available to them and to take steps to ensure that including more than one speaker does not detract from the overall presentation of the paper or from other authors' time for presenting their work.

#### **Poster Session**

Format: Poster sessions combine the graphic display of materials with the opportunity for individualized, informal discussion of the research throughout a 90-minute session. Individual

presenters set up displays representing their papers in a large area with other presenters. Each poster session has roughly 70 posters.

#### **Roundtable Session**

Format: Roundtable sessions allow maximum interaction among presenters and with attendees. Each table will have three to five researchers of accepted papers clustered around shared interests. Each roundtable at a roundtable session will have a designated chair knowledgeable about the research area, to facilitate interaction and participation. Because the emphasis is on interaction, there will be no discussants. Each roundtable session will be scheduled for a 90-minute time slot. Each roundtable session will have roughly 15 roundtables. Please observe the general code of conduct for roundtables, which will be posted at the sessions. This will help create the most conducive environment for successful roundtable sessions.

## **Symposium**

Format: A symposium provides an opportunity to examine specific research issues, problems, or topics from a variety of perspectives. Symposia may present alternative solutions, interpretations, or contrasting points of view on a specified subject or in relation to a common theme. Symposia may also use a panel discussion format targeted at a clearly delineated research issue or idea. Symposia may be quite interactive where a large portion of the session is devoted to activities such as discussion among the presenters and discussants, questions and discussion among all those present at the session, or small-group interaction.

## **Structured Poster Session**

Format: These sessions begin with attendees viewing poster presentations, then move into brief oral presentations to the audience gathered as a group, followed by direct discussion with poster presenters. Posters are conceptually linked in terms of education research issues, problems, settings, methods, analytic questions, or themes.

## Working Group Roundtable

Format: Working group roundtables encourage substantive exchange and interaction among researchers working on a common set of research issues, problems, or themes. Participants in these sessions discuss areas that are cross-cutting, where there are shared research problems or issues that would benefit from cooperation and exchange, or where researchers with complementary interests would benefit from new, synergistic discussions.

## Workshop

Format: A workshop provides an opportunity to exchange information or work on a common problem, project, or shared interest. Presentations are brief, allowing adequate time for reflective discussion and interaction. Didactic presentations are limited, and learning by doing occupies most of the session.

## **Meeting Services and Facilities**

## Registration

It is the policy of AERA that all persons, including participants who plan to attend one or more sessions at the 2013 AERA Annual Meeting and Exhibition, are required to register.

Badges should be worn at all times, not only as a courtesy to other registrants but also as an indication that registration has been completed before participation in any scheduled event. Badges must be worn to gain admission to the Exhibit Hall and Career Center. In addition, badge wearing is monitored at selected sessions.

## 2013 On-Site Registration Fees:

AERA Member	\$240
AERA Student Member	\$130
Non-Member	\$450
Non-Member Student	\$200
Guest	\$80
AERA and NCME	\$240
Student Member AERA and NCME	\$130
Non-Member Student AERA and NCME	\$200

On-site registration will take place at the Hilton Union Square, Ballroom Level, Yosemite Ballroom. Hours are:

Friday, April 26	3:00 pm-6:00 pm
Saturday, April 27	8:00 am-6:00 pm
Sunday, April 28	8:00 am-6:00 pm
Monday, April 29	8:00 am-6:00 pm
Tuesday, April 30	8:00 am-6:00 pm
Wednesday, May 1	8:00 am-11:00 am

#### Refunds

AERA regrets that refunds for registration, tours, and Professional Development courses cannot be made after March 15, 2013. It is AERA policy that registration is not transferable.

#### **Non-Members**

Non-members who wish to become AERA members may register at the member rates if a membership application and dues payment accompanies the registration on site.

#### **Guest Registration**

Guest registration is designed for a spouse, partner, or family member of the registrant. Guests may visit the exhibits and attend the sessions in which the registrant is presenting. Guest registration is not applicable for professionals (including students) in the field of education research who will be attending sessions or presenting papers. Guest registration must be included as part of the registration of another individual. Only one guest is allowed per registrant. Guest badges will not include the guest's institutional affiliation and "Guest" will be clearly noted on the badge.

#### Name Badges

Badges will need to be picked up onsite at Registration located at the Hilton Union Square, Ballroom Level, Yosemite Ballroom. Please bring your badge to all sessions. There is a \$5 replacement fee for lost badges.

## The National Council on Measurement in Education (NCME)

NCME is a professional organization that will hold its Annual Meeting on April 26–30 at the InterContinental Hotel in conjunction with that of AERA. For additional information on the NCME meeting, please visit www.ncme.org

## Annual Meeting Program, Mobile App, and Surveys of Session Chairs and Attendees

## **Annual Meeting Printed Program and Supplement**

This official AERA Annual Meeting Printed Program contains a complete list of the 2013 AERA Annual Meeting events. The Program Supplement contains important late changes, additions, and corrections which were not included in the printed Annual Meeting Program. There is a charge of \$15 for additional or replacement copies of the program. An online downloadable program is also available, as well as a mobile app. We thank those who elected to be part of our Go Green initiative and opt out of receiving a print program. Plan to Go Green next year and make your selection to opt out of the print program during the online registration process.

## **Annual Meeting Program on the Internet**

The 2013 AERA Annual Meeting Program in PDF and online searchable formats is available on the AERA website (http://www.aera.net). For complete up-to-date program information, please access the online program.

## **Annual Meeting Program Mobile App**

The 2013 AERA Annual Meeting Program mobile app gives attendees comprehensive information on the meeting, including session times and locations, presenter names, affiliations and paper abstracts, and an exhibitor listing and Exhibit Hall map. The mobile app contains current information including all of the late changes listed in the supplement. Most functionality of the native mobile app will be accessible, even when there is no constant Wi-Fi, 3G, or Web connection. It is compatible with the iPhone, iPad, iPod Touch, Android, and BlackBerry devices and available for all other web browser-enabled phones, as well as PCs, through a web-based platform version. It can be downloaded for free by pointing a mobile browser to http://www.aera.net/mobileapp. It can also be downloaded to a PC by accessing http://m.core-apps.com/aera2013

#### **Surveys of Session Chairs and Attendees**

As part of AERA's continued effort to enhance the Annual Meeting, the Annual Meeting Policies and Procedures and Research Advisory Joint Committee has instituted a process to obtain feedback from session chairs and attendees. This effort received strong support by the AERA Council as central to learning about and enhancing the Annual Meeting. For the 2013 Annual Meeting, the data collection effort for sessions will be twofold:

- (1) All session chairs and discussants will receive an e-mail survey following the conclusion of the Annual Meeting
- (2) A random sample of approximately 350 paper, symposia, roundtable, and poster sessions will be surveyed. Attendees of these selected sessions will be asked to scan their badge at the session and will receive an e-mail survey for the session.

## **Exhibit Hall**

AERA is pleased to welcome new and returning exhibitors to the 2013 AERA Annual Meeting. All registrants are encouraged to visit the AERA Exhibit located at the Hilton Union Square, Grand Ballroom Level, Tower 2, Grand Ballroom. The AERA Exhibit Hall will be open April 28-30 during the following hours:

 Sunday, April 28
 9:00 am-6:00 pm

 Monday, April 29
 9:00 am-4:00 pm

 Tuesday, April 30
 9:00 am-5:00 pm

A directory of exhibitors is provided in the back of this program on page 425.

#### **AERA On-Site Services**

## **Headquarters Office**

The AERA Headquarters Office is in the Hilton Union Square, Ballroom Level, Executive Board Room. It is open Saturday through Tuesday, 9:00 a.m.—6:30 p.m. and Wednesday, 9:00 a.m.—4:00 p.m. The Headquarters Office phone number is 415-923-7584.

#### **Press Office**

The AERA Press Office is located in the Hilton Union Square, Ballroom Level, Franciscan A. The Press Office phone number is 415-923-7587.

## **Help Service Desk**

The Help Service Desk, located in the AERA Registration Area at the Hilton Union Square, Ballroom Level, Yosemite Ballroom, enables you to join the Association and obtain information about the Association and the Annual Meeting. The Help Service Desk is open during registration hours.

### **Community Seating Area**

A community seating area will be available in the Hilton Union Square, Ballroom Level, Yosemite Ballroom. This area offers a place to sit and relax between sessions, have a cup of coffee or a quick bite, network with colleagues, and prepare for your next session.

#### **Internet Access at Session Hotels**

Free WiFi will be available in all meeting rooms at the hotels where sessions are being held. The hotels that will have free WiFi are the Grand Hyatt, Hilton Union Square, Hotel Nikko, Parc 55, Sir Francis Drake, and Westin St. Francis hotels. To connect to WiFi, attendees should scan for wireless networks, click to connect on the AERA2013 network, and enter AERA2013 (UPPERCASE) when prompted for the password. You will need to scan for the wireless network at each hotel and connect using the password. This network and password apply only to the hotel meeting rooms. This does not work in the hotel sleeping rooms and attendees are on their own for sleeping room internet.

#### Child Care

Services for child care will be provided by KiddieCorp for children of all ages, from infants to adolescents, at the Parc 55 Hotel, in the Hearst, Fillmore, and Davidson rooms. The Child Care Center's experienced staff will include an on-site supervisor. KiddieCorp is licensed, bonded, and insured. Nutri-

tious snacks and beverages along with age-appropriate toys, games, movies, and cartoons will be provided. Ratios of staff to children are 1 to 2 for infants, 1 to 3 for toddlers, and 1 to 5 for school-age children. The fee for this service is \$12 per hour per child.

The Child Care Center will be open from 11:30 a.m. to 6:15 p.m. on the first day of the Annual Meeting (Saturday, April 27), and from 8:00 a.m. to 6:15 p.m. on subsequent days except for the last day (Wednesday, May 1), when it will close at 3:45 p.m. To ensure that the center is properly staffed and to facilitate planning of games and other activities for the children, advance registration is required. On-site registration may be possible, at a slightly higher cost, if space is available. The deadline for advance child-care registration is March 27, 2013. Pre-registration is strongly encouraged.

## Resources for Registrants with Disabilities

The American Educational Research Association is committed to offering an accessible environment for persons with disabilities. The Association strives to support persons with special needs while they are attending the Annual Meeting. Attendees generally need to make these arrangements at the time of pre-registration. An Accessibility Services Desk is located at On-site Registration at the Hilton Union Square, Ballroom Level, Yosemite Ballroom. The direct line for the Accessibility Services Desk is 415-923-7591. Registrants needing special services such as readers' escorts, sign language interpretation, or wheelchair repairs are strongly encouraged to visit.

During the Annual Meeting, persons with disabilities who desire a quiet place to relax or prepare for a presentation may visit the AERA Comfort Rooms located at the Hilton Union Square, Golden Gate 2, and Parc 55, Balboa room. The Comfort Rooms will be open during the following hours:

Saturday, April 27, 12:00 pm–6:00 pm Sunday through Tuesday, April 28–30, 8:00 am–6:00 pm Wednesday, May 1, 8:00 am–12:00 pm

AERA is pleased to provide special van service for registrants with disabilities during the 2013 Annual Meeting. Detailed information may be obtained from the Accessibility Services Desk. The van service will stop at the following locations: Grand Hyatt, Hilton Union Square, Hotel Nikko, Parc 55, Intercontinental San Francisco, Sir Francis Drake, and Westin St. Francis hotels. Shuttles will depart every thirty minutes. AERA signs will be posted at each boarding site identifying the location as an AERA Access Shuttle pick-up and drop-off site. Accessibility van service will be operated during the following hours:

Saturday, April 27, 11:30 am–6:30 pm Sunday, April 28, 7:30 am–6:30 pm Monday, April 29, 7:30 am–6:30 pm Tuesday, April 30, 7:30 am–6:30 pm Wednesday, May 1, 7:30 am –4:30 pm

#### **Inclusion**

AERA is committed to making the meeting accessible and welcoming to all of our community. Gender-neutral bathrooms are an important part of making the AERA Annual Meeting more inclusive. Gender-neutral bathrooms will include visual signage on the door: Gender-Neutral Bathroom: All Genders

Welcome. Gender-neutral bathrooms will be available in the following locations: Hilton Union Square, Ballroom Level, across from Yosemite Ballroom; Parc 55, Third Level; and Westin St. Francis, Mezzanine Level.

#### **Lactation Room**

AERA will provide a private lactation room for nursing mothers. If you require use of this room, please come to the AERA Headquarters Office to ask for assistance accessing this private guest room in the hotel. The Headquarters Office is located at the Hilton Union Square, Ballroom Level, Executive Board Room.

## **Career Center**

The AERA Career Center is located in the Parc 55 Hotel, Embarcadero Room. Hours of operation are Sunday, April 28, 9:00 a.m.–5:00 p.m.; Monday, April 29, 9:00 a.m.–4:00 p.m.; and Tuesday, April 30, 8:00 a.m.–4:00 p.m. Job seekers and employers may register onsite at the Center for a fee. Stop by to register and meet with your prospective employers or employees during this unique event.

## **Graduate Student Council Resource Center**

The Resource Center is open Saturday from 12:00 p.m. to 6:00 p.m. and Sunday to Tuesday from 10:00 a.m. to 6:00 p.m. in the Parc 55 Hotel, Market Street Room. All graduate students are welcome to visit throughout the meeting.

## **Housing and Hotel Information**

## **Meeting Facilities**

This year, the headquarter facilities are the Grand Hyatt, Hilton Union Square, Hotel Nikko, Parc 55, Sir Francis Drake, and Westin St. Francis hotels. NCME is located at the Intercontinental San Francisco. Please check the text of the Annual Meeting Program for exact locations of all 2013 AERA Annual Meeting activities.

#### **Hotels**

Numbers refer to location on map provided on page 439 of this Program.

- 1. Cartwright Union Square (formerly known as Larkspur)...415-421-2865
- 2. Chancellor Hotel on Union Square...415-362-2004
- 3. Clift Hotel...415-775-4700
- 4. Courtyard by Marriott Downtown San Francisco...415-947-0700
- 5. Galleria Park Hotel...415-781-3060
- 6. Grand Hyatt San Francisco...415-398-1234
- 7. Handlery Union Square...415-781-7800
- 8. Hilton San Francisco Financial District...415-433-6600
- 9. Hilton San Francisco Union Square...415-771-1400
- 10. Hotel Abri...415-392-8800
- 11. Hotel Adagio...415-775-5000
- 12. Hotel Bijou...415-771-1200
- 13. Hotel Fusion...415-568-2525
- 14. Hotel Mark Twain...415-673-2332
- 15. Hotel Metropolis...415-775-4600

- 16. Hotel Monaco...415-292-0100
- 17. Hotel Nikko San Francisco...415-394-1111
- 18. Hotel Palomar...415-348-1111
- 19. Hotel Rex...415-433-4434
- 20. Hotel Stratford on the Square...415-397-7080
- 21. Hotel Triton...415-394-0500
- 22. Hotel Union Square...415-397-3000
- 23. InterContinental San Francisco...415-616-6500
- 24. JW Marriott San Francisco...415-771-8600
- 25. King George Hotel...415-781-5050
- 26. Mystic Hotel by Charlie Palmer...415-400-0500
- 27. Omni San Francisco Hotel...415-677-9494
- 28. Palace Hotel...415-512-1111
- 29. Parc 55 Wyndham San Francisco Union Square...415-392-8000
- 30. Powell Hotel...415-398-3200
- 31. Prescott Hotel...415-563-0303
- 32. San Francisco Marriott Union Square...415-398-8900
- 33. Serrano Hotel...415-885-2500
- 34. Sir Francis Drake Hotel...415-392-7755
- 35. The Marines' Memorial Club/Hotel...415-441-8562
- 36. The Mosser...415-986-4400
- 37. Villa Florence Hotel...415-397-7700
- 38. Westin San Francisco Market Street...415-974-6400
- 39. Westin St Francis...415-397-7000

## **Changes or Cancellations of Hotel Reservations**

For changes or cancellations of hotel reservations, please contact the hotel directly. Hotel reservation cancellations made within 72 hours of arrival will forfeit all deposits. For on-site assistance please visit the Housing Bureau's booth, located in the Hilton Union Square, Ballroom Level, Yosemite Ballroom.

## **Emergency and Medical Assistance**

If medical assistance is required at your hotel, please contact the operator by dialing "0" from your hotel room or any house phone. The facility can provide the names of physicians on call or get you emergency assistance.

From any location, the citywide emergency telephone number is 911. The hospital emergency room nearest to the meeting hotels is Sutter Pacific Medical Center, Pacific Campus, 2333 Buchanan Street, San Francisco, CA 94115 (415-600-3333).

## **Telephone Numbers**

The following telephone numbers in the San Francisco area may prove useful during your conference stay:

Emergency Service (for police, fire, ambu	lance) no area code
required	911
Visitor Information Center	415-391-2000
Oakland International Airport	510-563-3300
San Francisco International Airport	650-821-8211