

GUIDELINES FOR SPEAKERS

The Program Committee, subject to CAMT Board approval, accepts speakers each year for CAMT. Decisions are based on the guidelines with input from evaluation of speakers and sessions from previous meetings. No speaker is guaranteed an opportunity to speak at CAMT.

The promoting or selling of products is only to be done in the exhibit hall. Any speaker who sells their product outside of the exhibit hall will not be invited to speak at CAMT.

Speakers are expected to exhibit a high level of professionalism suitable for professional mathematics education.

Speakers should begin and end their sessions on time.

Speakers should avoid the use of language that could be construed as vulgar, inappropriate, sexist or as derogatory toward any group.

Speakers are not to promote a commercial product for personal profit or for the profit of others. Commercial products such as software programs, innovative instructional strategies presented in articles or books, or specific manipulative materials may be demonstrated if done in a **nonpromotional** way. **Promotional literature/brochures may not be handed out at the presentation.**

Major commercial affiliations of a speaker (relevant to the presentation) are to be communicated clearly in the program, in the presentation, and in any printed material given to the participants.

Speakers are encouraged, but not required, to provide participants with bibliographies or handouts where appropriate. There should be at least 30% more than room capacity to make sure you have plenty. If transparencies are used, they should be readable from any part of the room.

Speakers are encouraged, but not required to allow their session to be taped at the request of a participants or at the request of the Program Committee.

Participants who have a specific comment on a session or speaker are encouraged to communicate directly with a member of the Program Committee or to present written feedback at the registration desk addressed to the attention of the Program Committee.

Violations of these guidelines may result in a speaker not being accepted for future CAMT programs.

Adopted by the CAMT Board, February 17, 1989