Navigating the Annual Meeting

Explanation of Session Formats

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

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

Fireside Chat
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
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
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 where the Annual Meeting is held 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
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 presenters are urged to be attentive to the total time available to them so that allowing more than one speaker does not detract from the overall presentation of the work or keep others from presenting their work.

Poster Session
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
Roundtable sessions allow maximum interaction among presenters and with attendees. Each table has three to five researchers of accepted papers clustered around shared interests, and each table has a designated Chair knowledgeable about the research area, to facilitate interaction and participation. Because the emphasis is on interaction, there are no discussants. Each roundtable session is scheduled for a 90-minute time slot. Each roundtable session has roughly 15 roundtables.

Please observe the general code of conduct for roundtables, which is posted at the sessions. This helps create the most conducive environment for successful roundtable sessions.

Symposium
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: A large portion of the session may be 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
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
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
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 2015 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. In addition, badge wearing is monitored at selected sessions.

2015 On-Site Registration Fees

To Attend AERA Meeting:

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<thead>
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<tbody>
<tr>
<td>AERA Member</td>
<td>$240</td>
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<tr>
<td>AERA Student Member</td>
<td>$130</td>
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<tr>
<td>Non-Member</td>
<td>$480</td>
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**To Attend Both AERA & NCME Meetings:**

- AERA Member: $575
- AERA Student Member: $255
- Member of AERA and NCME: $425
- Student Member of AERA and NCME: $190
- Non-Member of AERA or NCME: $815

Registration is located at the Sheraton Chicago Hotel at 301 E North Water St, Chicago, IL. To register, go to the Ballroom Level, Chicago Ballroom 8, 9, & 10. The Information Desk is located at the Sheraton, Ballroom Level, outside Ballroom 8, 9, & 10. On-site registration hours are:

- **Wednesday, April 15:** 3:00 p.m.–6:00 p.m.
- **Thursday, April 16:** 8:00 a.m.–6:00 p.m.
- **Friday, April 17:** 8:00 a.m.–6:00 p.m.
- **Saturday, April 18:** 8:00 a.m.–6:00 p.m.
- **Sunday, April 19:** 8:00 a.m.–6:00 p.m.
- **Monday, April 20:** 8:00 a.m.–11:00 a.m.

**Refunds**

Registration fees and/or Professional Development fees are not refundable after the March 6, 2015 deadline. Also, there are no refunds for tour participant cancellations. It is the policy of AERA 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 accompany 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 or other research fields who attend sessions or present papers. Guest registration must be included as part of the registration of another individual. Only one guest is allowed per registrant. Guest badges do not include the guest’s institutional affiliation, and “Guest” is clearly noted on the badge.

**Name Badges**

Badges need to be picked up on site at Registration, located at the Sheraton, Ballroom Level, Chicago Ballroom 8, 9, & 10. Please bring your badge to all meetings. There is a $5 replacement fee for lost badges.

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

NCME is a professional organization that holds its Annual Meeting on April 15-19 at the Intercontinental Hotel in conjunction with the AERA meeting. For additional information on the NCME meeting, please visit the NCME website at [www.ncme.org](http://www.ncme.org).

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

**Annual Meeting Print Program Book**

This official printed AERA Annual Meeting Program contains a complete list of the 2015 AERA Annual Meeting sessions and events as of March 20. There is no print program supplement. For up-to-date information, use the mobile app and the online program. There is a charge of $15 for additional or replacement copies of the print program. Thank you to 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 Online and in PDF**

The 2015 AERA Annual Meeting Program is available in PDF and online searchable formats on the AERA website (www.aera.net). For complete up-to-date program information, please access the online program.

**Annual Meeting Program Mobile App**

The 2015 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 after the print program went to press March 20. To download the app to your mobile device or smart phone, search iOS and Android stores for “AERA Meetings.” You will not see a “2015 AERA Annual Meeting” app but you will see an “AERA Meetings” app with the AERA logo which is the app you want to install. Once the “AERA Meetings” app has downloaded, open the app and select “AERA Annual Meeting 2015” from the “Upcoming Meetings” list. Then click “Download.”

**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 from the AERA Council as central to learning about and enhancing the Annual Meeting. For the 2015 Annual Meeting, data collection efforts are threefold: (1) All session chairs are expected to complete an information form about their session. This information form will be emailed to chairs the morning after their session. (2) A random sample of approximately 350 paper, symposium, 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 email survey about the session the morning after the session. (3) A general survey will be emailed to all Annual Meeting attendees at the conclusion of the Annual Meeting.

**Roundtable and Poster Sessions**

**Poster Sessions – How to Find Your Poster Number**

Your poster session number is the number following the dash in the session number listing in the online and print program and mobile app. For example, in the number 41.932-3, the poster session number is 3. Each poster in that session is also numbered. Your poster number is the number in front of your poster title.

**Roundtable Sessions – How to Find Your Table Number**

Your table number is the number following the dash in the session number listing in the online and print program and mobile app. For example, the table number is 7 for session number 52.078-7.

**Roundtable Sessions – Guidelines**

AERA is committed to providing an amenable environment for roundtable sessions. Based on feedback about noise and overcrowding, we have set the maximum number of tables in a room to less than half the maximum capacity of the room. As a participant or attendee in a roundtable session, your help in following these guidelines helps facilitate a better experience for all.

**Roundtable numbers:** Please do not remove the number in the stand on the table. Participants need the number to find their session table.

### Roundtable Numbers

**Roundtable numbers:** Please do not remove the number in the stand on the table. Participants need the number to find their session table.
To connect to WiFi, attendees should scan for wireless networks, and connect to the AERA2015 network. Most of the hotels do not require a passcode. If you are asked for a passcode enter AERA2015. You need to scan for the wireless network at each venue and connect. This network applies only to the meeting rooms. It does not work in the hotel sleeping rooms.

**Exhibit Hall**

AERA is pleased to welcome new and returning exhibitors to the 2015 Annual Meeting. AERA encourages meeting attendees to come to the Sheraton River Exhibition Hall to meet with fantastic exhibitors. Enjoy complimentary coffee and visit top publishers, research companies on the rise, technology experts, and many more. No matter what your interests are, there is a resource for everyone, so don’t miss this great opportunity to connect.

The Exhibit Hall is open April 17–19 during the following hours:

- **Friday, April 17**: 9:00 a.m.–6:00 p.m.
- **Saturday, April 18**: 9:00 a.m.–4:00 p.m.
- **Sunday, April 19**: 9:00 a.m.–5:00 p.m.

**Visit the Exhibits and Enter to Win Prizes – Daily Prize of a New iPad and Grand Prize of a Trip to the 2016 Centennial Annual Meeting**

Attendees who visit at least 10 different exhibitors in the Exhibit Hall during the 2015 AERA Annual Meeting will be entered for a chance to a daily prize of a new iPad and a grand prize of a trip to the 2016 Centennial Annual Meeting in Washington, DC (registration, hotel, and air fare included). Pick up an exhibit prize card at the AERA booth for complete details.

**On-Site Services**

**Headquarters Office**

The AERA Headquarters Office is in the Sheraton, Second Level, Ohio. It is open Thursday–Sunday, 9:00 a.m.–6:30 p.m. and Monday, 9:00 a.m.–4:00 p.m. The Headquarters Office phone number is 312-329-7224.

**Press Office**

The AERA Press Office is located in the Hyatt, East Tower Blue Level, Skyway 273. The Press Office hours are 11:00 a.m.–5:30 p.m. on Thursday, April 16; 8:00 a.m.–5:30 p.m. on Friday, Saturday, and Sunday, April 17–19; and 8:00 a.m.–12:00 p.m. on Monday, April 20.

**Information Services Desk**

The Information Services Desk, located in the AERA Registration Area at the Sheraton Chicago, Ballroom Level, outside Ballroom 8, 9, & 10 enables you to join the Association and obtain information about the Association and the Annual Meeting. The Information Services Desk is open during registration hours.

**Internet Access at the Headquarters Hotels**

Free WiFi is available in all meeting rooms at the Fairmont, Hyatt, Marriott, Sheraton, and Swissotel hotels where sessions are being held. To connect to WiFi, attendees should scan for wireless networks, and click to connect on the AERA2015 network. Most of the hotels do not require a passcode. If you are asked for a passcode enter AERA2015. You need to scan for the wireless network at each venue and connect. This network applies only to the meeting rooms. It does not work in the hotel sleeping rooms.

**Child Care**

Services for child care are provided by KiddieCorp for children of all ages, from infants to adolescents, at the Hyatt, West Tower – Silver Level, Burnham, McCormick, and Field Rooms. The Child Care Center’s experienced staff includes an on-site supervisor. KiddieCorp is licensed, bonded, and insured. Nutritious snacks and beverages, along with age-appropriate toys, games, movies, and cartoons, are 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. This is a discounted rate, as AERA subsidizes 60% of the total cost of offering this service to attendees.

The theme for this year’s child care activities is Around Chicago with Friends. Based on feedback from AERA’s Scholars and Advocates for Gender Equity Committee, activities for the children will include an educational component that incorporates learning activities about the city of Chicago. As always children will participate in arts and crafts, group games, story time, and creative play. Activities are appropriate for each age group, and children will learn and can make their own choices within KiddieCorp’s program.

The Child Care Center is open during the following hours: Thursday, April 16, 11:30 a.m.–6:15 p.m.; Friday–Sunday, April 17–19, 8:00 a.m.–6:15 p.m.; and Monday, April 20, 8:00 a.m.–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.

**Accessibility Services Desk**

AERA is committed to offering an accessible environment for all attendees. The Association strives to support persons with special needs while they are attending the Annual Meeting. An Accessibility Services Desk is located at the on-site registration area at the Sheraton, Ballroom Level. The direct telephone number for the Accessibility Services Desk is 312-329-7220. Registrants needing special services such as ASL interpreters are encouraged to visit. The service desk is open during registration hours:

- **Wednesday, April 15**, 3:00 p.m.–6:00 p.m.
- **Thursday–Sunday, April 16–19**, 8:00 a.m.–6:00 p.m.
- **Monday, April 20**, 8:00 a.m.–3:45 p.m.

**Quiet Rooms**

During the Annual Meeting, persons who desire a quiet place to relax or prepare for a presentation may visit the AERA Quiet Rooms located at the Hyatt, East Tower – Gold Level, Grand Suites 2AB; the Sheraton, Lobby Level, Parlor C; and Marriott, Second Level, Printers Row. The direct telephone number for the Hyatt Quiet Room is 312-239-4860, the Sheraton Quiet Room is 312-329-7143, and the Marriott Quiet Room is 312-595-3170. The Quiet Rooms are open during the following hours:

- **Thursday, April 16**, 12:00 p.m.–6:00 p.m.
- **Friday–Sunday, April 17–19**, 8:00 a.m.–6:00 p.m.
- **Monday, April 20**, 8:00 a.m.–3:45 p.m.
Navigating the Annual Meeting

Access AERA—Shuttle Service

AERA is pleased to offer complimentary shuttle service for registrants needing mobility support. The service is operated between the Fairmont Chicago (via main lobby entrance), Hyatt Regency (via West Tower Lobby, Stetson Street), Intercontinental Chicago (via main lobby entrance), Marriott Magnificent Mile Chicago (via 541 North Rush Street), Sheraton Chicago (via convention entrance), and Swissotel Chicago (via main lobby entrance). Shuttles travel between the hotels and loop continuously throughout the day. AERA signs are posted at all boarding sites identifying the location as an AERA Access Shuttle pick-up and drop-off site. Attendees can contact the shuttle service at 866-949-4639 x1 for assistance.

The shuttle operates during the following hours (with departures every 20–25 minutes starting from the Hyatt Regency):

- Thursday, April 16, 11:30 a.m.–6:30 p.m.
- Friday, April 17, 7:30 a.m.–6:30 p.m.
- Saturday, April 18, 7:30 a.m.–6:30 p.m.
- Sunday, April 19, 7:30 a.m.–6:30 p.m.
- Monday, April 20, 7:30 a.m.–4:30 p.m.

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 Annual Meeting more inclusive. They have visual signage on the doors saying “Gender-Neutral Bathroom: All Genders Welcome.” A gender-neutral bathroom is available in the Hyatt East Tower—Gold Level near the Grand Suites, and the Sheraton Ballroom Level near Chicago Ballroom X, and in the Marriott fourth level near the Halsted area.

Lactation Room

AERA provides a private lactation room for nursing mothers. Please come to the AERA Quiet Rooms (see locations above) to ask for assistance accessing private rooms in the Hyatt, Sheraton, and Marriott hotels.

Career Center

The AERA Career Center is for employers and job seekers who have pre-registered on AERA’s online Job Board and have pre-scheduled interviews. If you have an interview scheduled, please go to the Marriott Hotel, Fifth Level, Chicago Ballroom D. It is open on Saturday, April 18 from 9:00 a.m. to 4:00 p.m. and on Sunday, April 19 from 9:00 a.m. to 5:00 p.m.

Graduate Student Council Resource Center

The Resource Center is open Thursday from 12:00 p.m. to 6:00 p.m. and Friday to Sunday from 8:00 a.m. to 6:00 p.m. It is located in the Marriott, Fifth Level, Chicago Ballroom E. All graduate students are welcome to visit throughout the meeting.

Housing and Hotel Information

Meeting Facilities

This year, the headquarter facilities are the Sheraton Chicago, Hyatt Regency Chicago, Fairmont Chicago, Marriott Magnificent Mile Chicago, and Swissotel Chicago. The Intercontinental Chicago is the NMCE headquarters.

Hotels

Numbers refer to location on map, page 421 of this program.

1. Chicago Marriott Downtown Magnificent Mile, 312-836-0100
2. Courtyard by Marriott: Magnificent Mile, 312-573-0800
3. Courtyard by Marriott Chicago Downtown/River North, 312-329-2500
4. Fairmont Chicago Millennium Park, 312-565-8000
5. Hampton Inn and Suites, 312-832-0330
6. Hilton Garden Inn, 312-595-0000
7. Homewood Suites by Hilton Chicago Downtown, 312-585-9333
8. Hotel Chicago, A Marriott Autograph Collection, 312-245-0333
9. Hyatt Regency Chicago, 312-565-1234
10. Inn of Chicago Magnificent Mile, 312-787-3100
11. Intercontinental Chicago, 312-944-4100
12. Residence Inn Chicago Downtown River North, 312-494-9301
13. Sheraton Chicago Hotel and Towers, 312-464-1000
14. Spring Hill Suites Chicago Downtown/River North, 312-644-4071
15. Swissotel Chicago, 312-565-0565
16. Westin River North, 312-744-1900

Onsite Housing Services Desk

The Housing Services Desk, located in the AERA Registration Area at the Sheraton Chicago, Ballroom Level, outside Ballroom 8, 9, & 10, is available to assist registrants with hotel services. The Housing Services Desk is open during registration hours and can be reached at 312-329-7214.

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 the meeting hotels is Northwestern Memorial Hospital, 251 E Huron St. Chicago, IL, (312) 926-2000.