What is a Speed Learning Session? These collaborative and interactive sessions are quickly becoming one of the most popular ways to learn at the AMLE Annual Conference for Middle Level Education. The goal of this session format is to give participants an informal venue to meet experts in various topic areas. Each 60-minute session is divided into three 15-minute segments, allowing you to get more personal attention from the experts and more information in a short amount of time. This flexible format gives your participants three opportunities to exchange thoughts and questions with you in an intimate seating arrangement. These sessions will run concurrently with other speed learning sessions at the conference, within the same space. Each speed learning session is assigned to a roundtable that holds 8-10 participants (please keep this in mind if you have co-presenters as it will limit the number of participants for your session). It is estimated that there will be 20 roundtables set up in the same space for this event. There will be (3) session rotations within 60-minutes, so you present the same 15-minute session three times in a row, each time to a different audience. Participants will have an additional (5) minutes to move to their next table selection between session times. The AMLE Moderator will signal the participants and presenters when each session begins and ends.

- When You Arrive: Check-in at the Registration desk to pick up your Presenter badge and session documents. Please be sure to check-in at least 45-minutes before the start of your session and bring your registration confirmation email with you. If you are presenting on Thursday morning, I encourage you to check-in on Wednesday during the registration hours.

- Before Your Session: Review the program guide to be sure you have the correct date and time. You may enter your session room 25-minutes before your start time to prepare your table for your participants. Electricity will not be provided to the roundtables. If you plan to bring a laptop or device to use during your presentation make sure that the battery is fully charged as outlets will not be accessible to tables.

- Connect to Wi-Fi: Presenters have a limited wireless network to use during presentations only. You will be provided with instructions for connection when you check in at the registration desk on-site. Please only use the Presenter Wi-Fi during your session to be courteous to other presenters. It may slow down their presentations if too many people are connected.

- Schedule:

  0:00 – 0:05....................................................... Moderator gives instructions to audience (5 minutes)
  0:05 – 0:20.......................................................
  0:20 – 0:25....................................................... Participants change tables (5 minutes)
  0:25 – 0:40.......................................................
  0:40 – 0:45....................................................... Participants change tables (5 minutes)
  0:45 – 1:00....................................................... Session 3 (15 minutes) *same session, different attendees

- Guided Presentation Example:
  - There will be (3) session rotations within 60-minutes, so you present the same 15-minute session three times in a row. Participants will have an additional (5) minutes to move to their next table selection between session times. The AMLE Moderator will signal the participants and presenters when each session begins and ends. Introduce yourself and have your participants give their name and job titles.
  - Give your participants your plan on how your session will proceed. This could include your time limit for questions and the expectation that they will proceed quickly from your table when the session is over.
  - Highlight quickly what problems/solutions this session would solve for your participants and their roles at their schools.

- Handouts: If you have provided electronic versions of your handouts, they will be available to all participants during and after the conference on the program guide website and app. You may also print your own paper copies for participants that may not have electronic devices with them.

- Session Evaluations: Remind your participants to complete the evaluation directly through the program guide website or app. Presenters will receive all of their evaluations via email a few weeks after the event.