

Call for Presenters and Exhibitors

4th Annual **Tools for Life Conference & Exhibit**

making living, learning and working easier

Overcoming Barriers Together

Children ▪ Youth ▪ Adults ▪ Seniors

Friday, October 23rd, 2009

Horton High School, Greenwich, Nova Scotia





Tools for Life Conference & Exhibit 2009

making living, learning and working easier

Overcoming Barriers Together

Children ▪ Youth ▪ Adults ▪ Seniors

PO Box 128 Waterville, Nova Scotia Canada B0P 1V0

Tel: (902) 538-1190 Fax: (902) 538-3991 email: info@tools4life.ca

Dear potential Presenter or Exhibitor:

The 4th annual Tools for Life Conference and Exhibit will be held on Friday, October 23rd at Horton High School. This conference is open to the general public and admission is free.

Last years' event attracted over 200 organizations and agencies, 125 exhibitors and 60 presenters offering 75 educational sessions covering various topics related to children, youth, adults and seniors. Over 1000 consumers and professionals participated in learning about addressing barriers in our homes, workplaces and communities.

We sincerely hope you consider participating in this important community event. Your participation and support is greatly appreciated and key to its success. If you and/or your organization plan to participate the following supports will be provided:

- ✓ Thursday evening reception
- ✓ Conference day lunch
- ✓ Hospitality room during conference day
- ✓ Conference day package
- ✓ Conference Program exhibit listing and presenter session descriptions
- ✓ Promoting your organization throughout the province and Canada
- ✓ Assistance with exhibit and presentation set up
- ✓ Audio/Visual supports

The following pages include the Tools for Life Conference Presenter and Exhibitor forms and instructions. There is a deadline of July 17th for submissions in order to publish and promote the 2009 Conference Program.

If you are also interested in becoming a 2009 Conference sponsor, please feel free to contact us and receive a corporate package. A member of the Tools for Life Committee will be pleased to discuss sponsorship options.

If you have any further questions please do not hesitate to contact us.

Respectfully,

Dwayne Compton
Chair, Tools for Life Committee 2009

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4th Annual

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Friday, October 23rd, 2009 Horton High School, Greenwich, Nova Scotia

The Tools for Life Conference 2009 Committee is accepting proposals for presentations, workshop sessions and/or exhibits. Deadline July 17th, 2009

A wide range of community resources can enable and provide opportunities for people to scale new heights, take better care of themselves and to achieve goals they never thought possible. These resources can significantly improve the quality of life, lifelong learning and employment for people of all ages and abilities.

Tools for Life is open to anyone interested in learning more about addressing barriers throughout our homes, workplace and community. This is an opportunity for presenters, exhibitors, consumers, families, professionals, organizations and businesses to:

- Provide or acquire information on supports, strategies and tools to enable wellness & quality of life
- Offer or attend free educational sessions
- Interact and network with participants, other presenters and exhibitors
- Promote awareness of programs and services

Presenters and Workshop facilitators are needed.

Presentations can be for a general audience, professionals or targeted to specific populations.

Friday sessions are 45 minutes in duration offered during morning and/or afternoon times.

See topic guidelines below to consider your presentation or propose your own.

Tools for Life 2009 Topic Areas

Tools for Living Wellness & Independent Living	Tools for Learning Literacy & Lifelong Learning	Tools for Working Employability & Career
Children, Youth, Adult, Seniors		Youth, Adult, Seniors
Accessibility	Diversity	Rehabilitation
Adapted Living Aids	Health Care	Research
Adult Education	Health Promotion	Resources
Learning	Home Care	Safety in Home
Advocacy	Inclusion	Special Needs
Assistive Technologies	Leading Practices	Transition Planning
Autism	Learning Disabilities	Transportation
Continual Care	Life Skills	Universal Design
		Career Development Programs
		Career Opportunities
		Job/Career Resource Centres
		Older Worker
		Skills & Training
		Technology in the Workplace
		Vocational Transition Planning

Please consider other possible Topics, Programs and Services not indicated above

If you and/or your organization are interested in offering a presentation, workshop session and/or be an exhibitor, please complete the applicable forms in the following sections.

2009 PRESENTER & EXHIBITOR FORMS

Attention All Presenters and Exhibitors

If you are interested in being a presenter or exhibitor, please complete the following forms.

Section A: Organization Information form needs to be completed first.

Complete other sections as required.

There are separate forms for presenter and exhibitor:

- Section A: Organization Information
- Section B: Exhibitor Information
- Section C: Presenter Information
- TFL 2009 Reception – R.S.V.P.

Submissions	Forms Required to be completed	# pgs
Exhibitor	Section A Organization & Section B Exhibitor	2 pages
Presenter	Section A Organization & Section C Presenter	2 pages
Presenter & Exhibitor	Section A Organization, Section B & Section C	3 pages

Please print clearly! There are adobe (pdf) versions of these forms also available for printing and download at our site www.tools4life.ca

Please print clearly and review your submissions

The Tools for Life Committee makes every effort to ensure accuracy and to develop a quality conference program.

Deadline July 17th, 2009

All completed form(s) please mail/fax. Require any more information, please contact us:



Tools for Life Conference & Exhibit 2009

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Web: <http://www.tools4life.ca>

Section A

ORGANIZATION

The Tools for Life Committee makes every effort to ensure accuracy. **Please print clearly**

ORGANIZATION CONTACT INFORMATION

1. Organization/Agency/Business:

(Will be printed in Conference Program)

Please check :

- Not-for-profit Business Government Educational Other: _____

Contact Person: _____

Title: _____

Tel: _____

Mailing Address: _____

Fax: _____

Email: _____

City/Town: _____

Web: _____

Prov.: _____ Postal Code: _____

2. The primary focus of Exhibit or Presenter session: (please check any or all groups)

- Children Youth Adults Seniors

3. Target audience for your exhibit or presentation: (please check appropriate groups)

- | | | |
|---|--|---|
| <input type="checkbox"/> Administrators | <input type="checkbox"/> Educational Assistants | <input type="checkbox"/> Physiotherapists |
| <input type="checkbox"/> Adult Learner | <input type="checkbox"/> Employers | <input type="checkbox"/> Person with Disability |
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Family Member | <input type="checkbox"/> Policy Makers |
| <input type="checkbox"/> AT Consultants | <input type="checkbox"/> General Interest | <input type="checkbox"/> Service/Care Providers |
| <input type="checkbox"/> Business | <input type="checkbox"/> Government Personnel | <input type="checkbox"/> Speech Language Pathologists |
| <input type="checkbox"/> Caregivers | <input type="checkbox"/> Health Professionals | <input type="checkbox"/> Students |
| <input type="checkbox"/> Community Partners | <input type="checkbox"/> Injured Workers | <input type="checkbox"/> Technology Specialists |
| <input type="checkbox"/> Consumers | <input type="checkbox"/> Occupational Therapists | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Educators | <input type="checkbox"/> Parents | |

Please check :

- Exhibitor - please complete Section B
 Presenter - please complete Section C
 Presenter and Exhibitor - please complete Section B & Section C
 TFL 2009 Reception – R.S.V.P.
 Please check if you wish to receive a sponsorship package

Please review your submissions

Deadline July 17th, 2009

Please mail/fax completed form(s). If you require more information please contact us:

Tools for Life 2009 PO Box 128 Waterville, Nova Scotia Canada B0P 1V0

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Section B

EXHIBITOR

The Tools for Life Committee makes every effort to ensure accuracy. **Please print clearly**

EXHIBITOR CONTACT INFORMATION

Organization/Agency/Business: _____
(Will be printed in Conference Program)

Exhibit Contact Person: _____ **Tel:** _____
Title: _____ **Email:** _____

1. Exhibitor Space and Fees (Please check)

Not-for-profit, Government, Education, Sponsors: No fee to exhibit.

Please check

One (1) rectangular (2X6 feet) table; skirted with vinyl top covering - Free.

An additional table is available at \$50.00

Additional \$50.00

Business: There is a nominal fee to exhibit for one table of \$100.00 and an additional table is available at \$100.00 per table. (2X6 feet) table; skirted with vinyl top covering.

Please check

One (1) \$100.00

Two (2) \$200.00

Revenues generated from exhibits helps off set conference costs. Your support is appreciated.
Please make cheque payable to Tools for Life c/o KRRC. Space is limited.

Technical Requirements:

Please check

Electrical Outlet (limited, first request first served) Internet (Wireless) Other: _____

Please Note: Exhibitors are to provide their own extension cords and power bars.

2. Number of Exhibitor(s) attending. Lunch/conference package provided maximum of two (2). Additional general badges and or conference packages may be available.

Please check

1 2

First Name: _____ **Last Name:** _____

First Name: _____ **Last Name:** _____

Exhibitors Please Note:

- Doors open for exhibit setup: 7:30 am Conference Day Friday, October 23rd
- Exhibits open for public: 9:00 am – 3:30 pm
- Exhibitors must visit registration area first for information, assistance and conference package

Deadline July 17th, 2009, Please review your submissions

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Section C

PRESENTER

The Tools for Life Committee makes every effort to ensure accuracy. **Please print clearly**

PRESENTER CONTACT INFORMATION

Organization/Agency/Business: _____
(Will be printed in Conference Program)

1. Title of Presentation/Workshop: _____

2. Description: Minimum 50- Maximum 100 words. Information used for conference program.

3. Objective of Session: _____

4. Session Times: You may present more than once. 3 session times are available.
(Please check one or more) Session choices are first request first served.

AM Session (11:00-11:45) <input type="checkbox"/> 45 Minutes	PM Session 1 (1:15-2:00) <input type="checkbox"/> 45 Minutes	PM Session 2 (2:30-3:15) <input type="checkbox"/> 45 Minutes
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5. Number of Presenter(s) attending. Lunch/conference package provided maximum of two (2). Please check

1 2

Presenter (Contact Person)

Name: _____

Title: _____

Tel: _____

Email: _____

Co-presenter

Name: _____

Title: _____

Tel: _____

Email: _____

6. Audio/Visual requirements: Please check to request in advance

A standard computer is available in the classrooms. Bring your presentation on a flash drive or CD/DVD. Please Note: Presenters that choose to bring a laptop need to provide their own extension cord and power bar.

Computer Internet (wireless only) LCD Projector Other: _____

Please review your submissions, Deadline July 17th, 2009

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