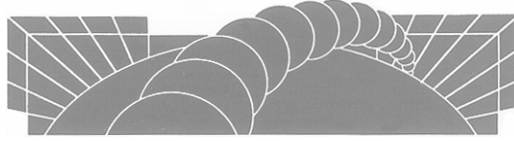


Instructional Technology and Education of the Deaf



Supporting Learners, Pre-School – College An International Symposium

June 27-29, 2005 ~ Symposium • June 29-30, 2005 ~ Post-Symposium Workshops

Sponsored by

National Technical Institute for the Deaf at Rochester Institute of Technology

The Nippon Foundation of Japan and PEN-International

<http://www.rit.edu/~techsym>

EXHIBITOR'S REGISTRATION

GOAL OF SYMPOSIUM:

The National Technical Institute for the Deaf (NTID) will host an international symposium entitled, "Instructional Technology and Education of the Deaf: Supporting Learners, Pre-School – College" June 27-29, 2005, on the campus of Rochester Institute of Technology (RIT) in Rochester, New York. The Symposium will provide a forum for educators supporting deaf and hard-of-hearing learners to disseminate information relative to current and future innovations and developments in the use of educational media and technology within the teaching/learning process. It will showcase state-of-the-art practices and related research for educators in K-12 and postsecondary deaf education. It is expected that practitioners, researchers, and leaders in the field of instructional technology and deaf education will attend this important meeting. Additionally, the Symposium will provide hands-on opportunities for participants to develop skills in the application of instructional technologies to the learning/teaching process through enrollment in Post-Symposium Workshops. Workshop descriptions will be available soon.

PROGRAM:

The program will feature plenary addresses, concurrent formal presentation sessions, poster sessions, and participant discussion groups to help formulate recommendations regarding future directions for applying instructional technologies throughout deaf education.

EXHIBIT LOCATION:

The exhibit show will be located in the Lyndon Baines Johnson Building (LBJ) (same building as the Symposium). Exhibit space(s) will be assigned by number. All companies exhibiting are responsible for making their exhibit space and display materials accessible to persons with disabilities as required by the Americans with Disabilities Act (ADA).

GENERAL RULES OF CONDUCT:

- Exhibitors or any representative from their company will not be permitted to solicit in any area outside their exhibit space.
- Exhibitors may not sublet or share any portion of their exhibit space with any other company or individual.
- Exhibitors may not trade exhibit spaces. All exhibit space allocations must be approved and assigned by the Symposium Coordinator.
- Exhibit space must be staffed during regular exhibit hours.
- Exhibit space cannot be dismantled until closing of the final day of the symposium. (1 p.m. on Wednesday, June 29th)
- Smoking is not permitted in the exhibit area or any of the buildings at NTID.
- Exhibitors are responsible for keeping their exhibit space neat, clean, and orderly at all times.
- Exhibitors may not block the sight line to another exhibit space.
- Exhibitors are responsible for providing their own handouts and promotional materials.
- Exhibitors may not hang posters, announcements, banners, balloons, or other materials on the walls, ceilings, and/or columns in any area other than the designated exhibit space.

DIRECT CASH SALES:

Direct cash sales are permitted. However, sales are limited strictly to educational curriculum materials. Items such as buttons, jewelry, etc. are not considered educational materials and direct cash sales of those items are strictly prohibited.

STORAGE:

NTID is unable to store exhibit materials and/or show merchandise either before or after the Symposium. Please do not ship any materials or equipment to NTID. These items will be returned to sender. (Exception: literature/product distribution)

SECURITY:

The exhibit area will be patrolled by the RIT Campus Safety officers after regular Symposium hours. As a precautionary measure, it is strongly recommended that any valuable materials be removed from the exhibit space at the close of exhibition hours each evening. A secured room will be provided at no additional cost.

DEADLINE FOR SUBMITTING EXHIBITOR'S REGISTRATION: May 2, 2005 (To be included in the program – exhibit space will be sold until all spaces are reserved.)



CANCELLATION OF EXHIBITS:

If fewer than 5 spaces are confirmed by April 15, 2005, the exhibit portion of the conference will be cancelled and full reimbursement will be made to those exhibitors who have made a deposit. In the event of an exhibitor cancellation between April 15, 2005, and June 16, 2005, there will be a \$200 cancellation fee. After June 2, 2005, there will be no refunds on any cancellations. In the event of the Symposium being cancelled, all monies will be refunded in full.

SYMPOSIUM SCHEDULE:

June 27-29, 2005	Symposium
June 29-30, 2005	Workshops

EXHIBIT SCHEDULE:

DATE	ACTIVITY	TENTATIVE HOURS
Sunday , June 26, 2005	Set-up Exhibit	Noon – 4 p.m.
Monday , June 27, 2005	Exhibit Hours	10 a.m. – 7 p.m.
Tuesday, June 28, 2005	Exhibit Hours	8:30 a.m. – 4 p.m.
Wednesday, June 29, 2005	Exhibit Hours	9 a.m. – noon [Tear down & vacate no later than 4 p.m.]

NOTE: All exhibits **must** be set up and staffed by 10 a.m., Monday, June 27, 2005.

EXHIBIT SPACE PRICING AND PAYMENT INFORMATION:

\$500 on or before April 15, 2005, \$600 after April 15, 2005.

Each 10' x 10' Exhibit Space includes:

- Draped exhibit space
- Two 6' draped tables
- Two chairs
- One power cord for electricity (Exhibitors are responsible for bringing power strips for multiple hook-ups.)
- Wireless Internet connection with limited direct access. Wireless access cards are available for purchase through NTID for \$200.
- Two complimentary conference registrations for general sessions and receptions.

If payment in full is received or postmarked on or before April 15, 2005, the cost per booth is \$500. A check or credit card payment for \$200 will hold the booth until May 15, 2005. If payment is received or postmarked on or after April 16, 2005, the cost of the booth increases to \$600. In all cases, final payment is due on June 24, 2005, – prior to setting up the booth. Any exhibit space not paid in full by this date will be released.

LITERATURE/PRODUCT DISTRIBUTION:

Your materials will be made available on a table in the exhibit area for \$150. Excess materials will not be returned.

HOTEL ACCOMMODATIONS:

The location and office hotels of the conference are the RIT Inn and Conference Center and the Park Plaza Hotel Rochester Airport. It is suggested that reservations be made early to secure a room. The hotels will honor the discounted conference rate as indicated on the hotel registration form. Please advise the hotel of any special accommodations required when the reservation is made. Both hotels offer free shuttle bus service between the Rochester International Airport airline terminals and the hotels, as well as to NTID.

BOOTH STAFFING:

Exhibitors are welcome to attend General Sessions at no additional cost, up to a maximum of two people per booth. Additional staff members will be required to pay the regular conference rate to attend sessions; however, they may assist in staffing the exhibit space at no extra charge. Each exhibitor must submit a completed 2005 Exhibitor Staff Registration Form whether they are attending sessions or staffing the exhibit space. We must receive the forms no later than May 2, 2005, in order to prepare name badges and to include your name in the program.

NAME BADGES:

Official Symposium name badges are to be worn at all times by those setting up exhibit space and during all regular Symposium exhibition hours.

CALL FOR PAPERS:

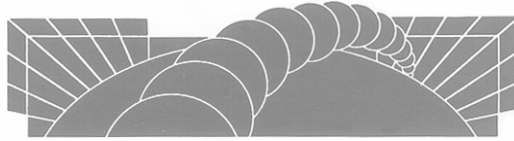
If interested in making a presentation at the conference, papers may be submitted for consideration. Papers must be received at the Symposium Office no later than February 4, 2005. For more information visit our Web site at: <http://www.rit.edu/~techsym>. All accepted papers related to a commercial product or exhibit will be identified as such in the program.

EXHIBITS CHAIR:

Robert Baker, Exhibits Chair
 Director, Special Events & Visitations
 National Technical Institute for the Deaf at RIT
 (585) 475-6855 (V/TTY)
 Fax: (585) 475-5978
 Email: rkb6548@rit.edu



Instructional Technology and Education of the Deaf



For questions about submitting this form, contact:

Robert Baker, Exhibits Chair,
 Director, Special Events & Visitations NTID
 585-475-6855 (V/TTY)
rkb6548@rit.edu

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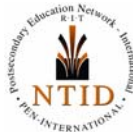
For questions about technical support, contact:

Chas Johnstone, Technical Support Chair
 NTID Technology Support Services Dept.
 585-475-7113 (V/TTY)
CJohnstone@ntid.rit.edu

2005 APPLICATION TO EXHIBIT

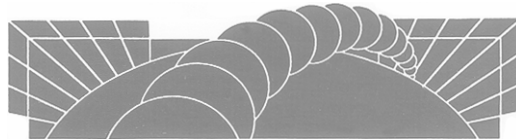
1. Company Name:	
2. Coordinating Exhibitor's Name: Responsible for fees, services, and setting up of space.	3. Office Address:
4. Voice Phone #: TTY Phone #: Fax #: Email:	
5. Product/Service Description (125 words or less, include name and information regarding company; will be published in program):	
6. Company Name (as should be listed in program guide): Address:	7. Company Phone (as should be listed in program guide): Voice Phone #: TTY Phone #: Fax #: Email:
8. Company Web Site:	
9. Exhibitor (1): Name: Title: Institution: Address:	10. Exhibitor (2): Name: Title: Institution: Address:
11. Exhibit Space: 10' X 10' booth \$500 (early fee – on or before April 15, 2005) \$600 (regular fee – after April 15, 2005) \$200 Wireless Access Card \$200 deposit required to hold exhibit space. \$ _____	12. Method of Payment: <input type="checkbox"/> Check enclosed for \$ _____ (Make check payable to Rochester Institute of Technology) <input type="checkbox"/> Charge to Credit Card (VISA, MC) Name of Credit Card Holder: _____ Card # _____ Exp. Date: _____ Authorized Signature: _____
13. Literature/Product Distribution: \$150 – materials will be made available on a table in the exhibit hall. Excess materials will not be returned. \$ _____	

DEADLINE FOR SUBMITTING EXHIBITOR'S REGISTRATION IS MAY 2, 2005



Please remit form and payment to:
Robert Baker, Exhibits Chair
Director, Special Events & Visitations
National Technical Institute for the Deaf at RIT
c/o 2005 International Symposium
52 Lomb Memorial Drive
Rochester, New York 14623-5604

Instructional Technology and Education of the Deaf Symposium



National Technical Institute for the Deaf
Rochester Institute of Technology
52 Lomb Memorial Drive
Rochester, NY 14623-5604

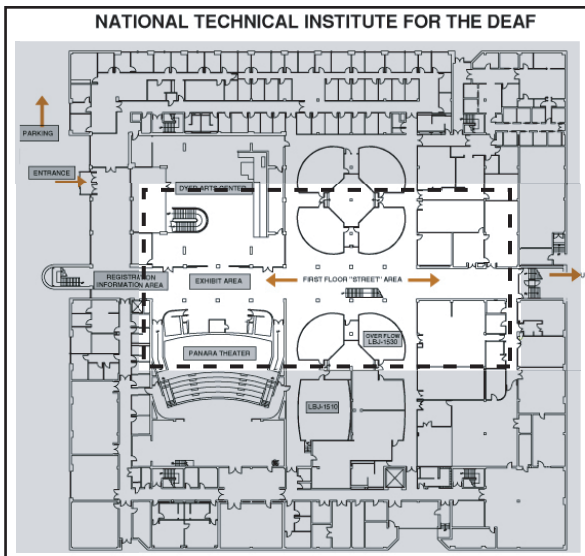
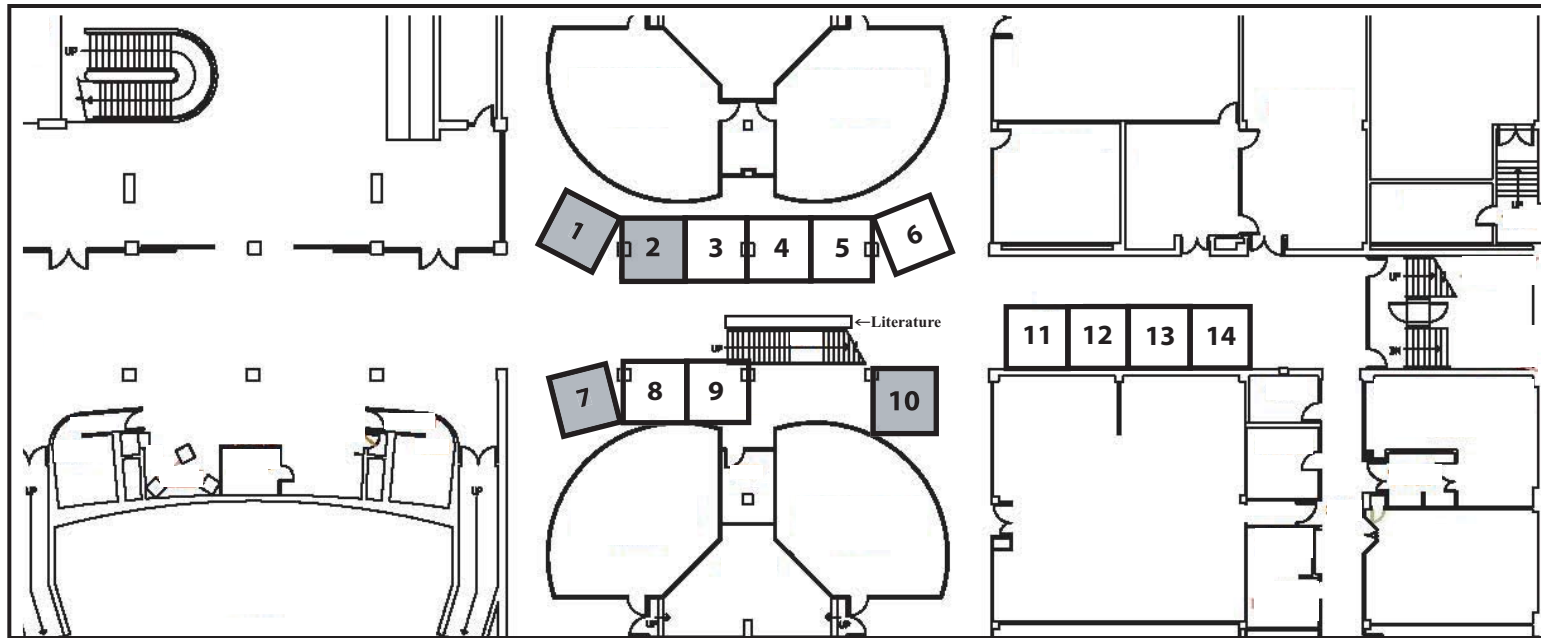


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EXHIBITOR BOOTHS



- | | | | |
|----------|-------------------|----------|----------------------------|
| 1) _____ | PEN-International | 5) _____ | 10) RIT Campus Connections |
| 2) _____ | NETAC | 6) _____ | 11) _____ |
| 3) _____ | | 7) NTID | 12) _____ |
| 4) _____ | | 8) _____ | 13) _____ |
| | | 9) _____ | 14) _____ |

National Technical Institute for the Deaf
 Lyndon Baines Johnson (LBJ) Building (60)
 1st Floor