

24th Annual Conference on Distance Teaching & Learning

Roundtable Discussion Handout

Instructions:

Each presenter must prepare a one-page handout about their Roundtable discussion for attendees. We suggest that you bring at least 20 copies of the handout to your session. Extras may be distributed on our sharing tables in the main hall. In addition, we ask you to email an electronic copy of your handout to our [Conference Drop Box](#) by July 15 so we can put it in our Resource Library on our Web site.

The outline below is a guide in preparing your handout. Additional handouts and/or other pertinent topic information are also welcome.

Suggested information for discussion handout:

- 1) Title of the Roundtable Discussion:
- 2) Name of Facilitator and organization:
- 3) Brief summary of the topics and issues to be addressed in the discussion:
- 4) Who should be contacted for further information (or bring your business card to hand out):

If you have any questions, please contact Kimary Peterson at 608-265-4159 or distel2@education.wisc.edu.