

# CALL FOR PAPERS

## The Iowa Interpreters and Translators Association

### 18<sup>th</sup> Annual Conference

***Precision, Ethics, Excellence:***  
***Strengthening Our Practice***

#### Grand View Student Center

Principal Conference Rooms A, B and C  
2811 East 14th Street, Des Moines, IA 50316  
**May 29 and 30, 2026**

We invite you to propose a 60-minute presentation for the 18<sup>th</sup> annual IITA conference on May 30th. **The deadline for submitting proposals is March 1, 2026.** Thank you for helping make our conference a success.

Name: \_\_\_\_\_ IITA Membership # (if applicable) \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Title of Presentation: \_\_\_\_\_

Language in which the presentation will be given:

English  Other \_\_\_\_\_ (please specify)

in English with examples in \_\_\_\_\_ (please specify)

Have you given this presentation before?  Yes  No

If "Yes," where/when:

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**Presentation format(s). Please check all that apply:**

Lecture  Discussion  Direct Practice  Other (please describe in your abstract) This presentation is designed for translators and interpreters with the following experience level(s):

Beginner  Intermediate  Advanced

I will present:  at the conference in person

## **Submission Procedure**

Please follow carefully to assist the conference committee in serving you better:

1. Fill out this form completely and save it on your computer.
2. Prepare an abstract in an electronic format (preferably in Word) to be used in the conference program. 250 word limit.
3. Prepare a biography in an electronic format (preferably in Word). 200 word limit.
4. To submit, e-mail this form, the electronic version of the abstract and bio(s) *as attachments* to [conference@iitanet.org](mailto:conference@iitanet.org) no later than **March 1, 2026**.

## Proposal Agreement

By submitting this proposal, I am making a professional commitment to present at the 18<sup>th</sup> annual IITA conference. If I become unable to present for any reason, I will contact the Conference Coordinator at [conference@iitanet.org](mailto:conference@iitanet.org) as soon as I am aware that I will not be able to attend.

I understand that if I wish to attend any conference sessions or events, I must register for the conference.

I affirm that this proposal is not intended to sell or promote products or services.

If my proposal is accepted, I understand that IITA will try to accommodate special requests for scheduling but can't give any scheduling guarantees.

If my proposal is accepted, I will prepare my presentation to the best of my ability and will meet all deadlines required.

If my proposal is accepted, I consent to IITA's use and distribution of my image or voice, and my name and likeness, in print, online, and video-based information and promotional materials, as well as other IITA publications.

## Audiovisual Support

You may bring your own laptop and utilize the available LCD projector to project the image of your laptop screen onto the in-room screen, or you may bring your presentation on a flash drive. **Please note:** Handouts must be submitted by **May 20th, 2026**, so they can be provided to all attendees.

I understand the above information and will develop my presentation accordingly.

**Signature:** \_\_\_\_\_ (Type your name if submitting electronically)

By presenting at IITA's 18th Annual Conference, I hereby authorize the Iowa Interpreters and Translators Association, Inc., hereby referred to as "IITA," to publish photographs and/or video images taken of me on May 29 or 30, 2026, and name and likeness, for use in IITA's print, online, and video-based information and promotional materials, as well as other IITA publications.

I hereby release and hold harmless IITA from any reasonable expectation of privacy or confidentiality associated with the images specified above. I further acknowledge that my participation is voluntary and that I will not receive financial compensation of any type associated with the taking or publication of these photographs and/or video images in IITA information and promotional materials, or other IITA publications.

I acknowledge and agree that publication of said photos confers no rights of ownership or royalties whatsoever. I hereby release IITA, its contractors, its employees, and any third parties involved in the creation of publication of information or promotional materials, from liability for any claims by me or any third party in connection with my participation.

**NOTE:** Please fill out this form completely, save it, and e-mail it as an attachment to [conference@iitanet.org](mailto:conference@iitanet.org). If you have any questions about this form, please e-mail the Conference Coordinator at [conference@iitanet.org](mailto:conference@iitanet.org).

Thank you,

IITA Conference Organizing Committee