

## NRCEC 2018 CALL FOR REVIEWERS

The Administration for Children and Families' (ACF) National Research Conference on Early Childhood (NRCEC) will be held June 25 - 27, 2018 at the Crystal Gateway Marriott Hotel in Arlington, VA. The three-day conference will feature plenary sessions, symposia, poster symposia, conversation hours, posters, and informal events.

**The Program Committee for NRCEC 2018 would like to invite you to apply to be a reviewer of the submitted presentations for the conference.** Reviewers play a key role in ensuring the high quality and relevance of the presentations at the conference. Reviewers read and rate proposals submitted in response to the Call for Presentations.

**Reviewers for ACF's National Research Conference on Early Childhood must possess both:**

- **Experience and understanding of early childhood research and evaluation design/methods; and**
- **Knowledge of early childhood practice for infants, toddlers and preschoolers.**

If you are selected to be a reviewer, our easily accessible Web-based system will allow you to review assigned submissions and enter your scores and brief written comments online. We will hold a reviewer orientation webinar on **Monday, December 11, 2017**. All reviewers must either attend live or watch the archived webinar prior to starting their reviews, even if they have reviewed for the conference before. Assigned submissions will be available online on **December 11, 2017**, and reviews must be completed by **January 5, 2018**.

We anticipate assigning each reviewer approximately 5–7 proposals; you may be assigned multiple types of submissions (i.e., posters, paper symposium and poster symposium submissions). Submissions for individual posters will be three to five pages each. Submissions for paper and poster symposia will involve review of a 3-5 page introductory statement as well as 3-5 page summaries for each of the presentations/posters within the symposium.

Please note that serving as a reviewer is a voluntary activity. If you agree to participate, your name will be printed in the conference program and you will be recognized as a group at a conference plenary session with our gratitude for lending your expertise to this worthwhile endeavor.

### Reviewer Application Process

To apply to be a reviewer, please sign-up online following the instructions below by the deadline of **December 1, 2017**.

**Applying to be a reviewer is a quick process:**

From the proposal submission and review system logon page, click on “Don’t Have an Account” to create a new account. Once you have logged into the site, select **Reviewer Application** from the left navigation to complete your online Reviewer Application Form. You will be asked to accept the Reviewer Agreement terms, provide your contact information, identify your areas of expertise, and upload your curriculum vitae. You will need to provide your credentials every time you access the site, so please remember to save your username and password.

Please note that your application to be a reviewer is not considered complete until you have finalized and submitted your application. Your submission is confirmed once you reach a page that says “Reviewer Application Complete!”

**SUMMARY OF IMPORTANT DATES**

**Deadline to apply to be a reviewer: December 1, 2017**

**Applicants notified of status: December 5, 2017**

**Reviewer orientation webinar: December 11, 2017**

**Assigned submissions available online: December 11, 2017**

**All reviews must be completed online: January 5, 2018**

For questions or more information about applying to be a reviewer, please contact Stephanie Barros at **(443) 259-5306** or email **[nrcec@impaqint.com](mailto:nrcec@impaqint.com)**.

Thank you,

Executive Committee for ACF’s National Research Conference on Early Childhood

*You have received this email because of your affiliation with previous National Research Conferences on Early Childhood and Head Start National Research Conferences. If you no longer wish to receive these announcements, please [click here](#) to be taken off our list.*