



TRANSFORMATION OF ADULT EDUCATION

COABE 2026 Presenter Office Hours
March 26 and April 2, 2026



Welcome
to Office
Hours!

Thank you so much for presenting!

What an honor to have your
presentation selected for our
prestigious national conference!

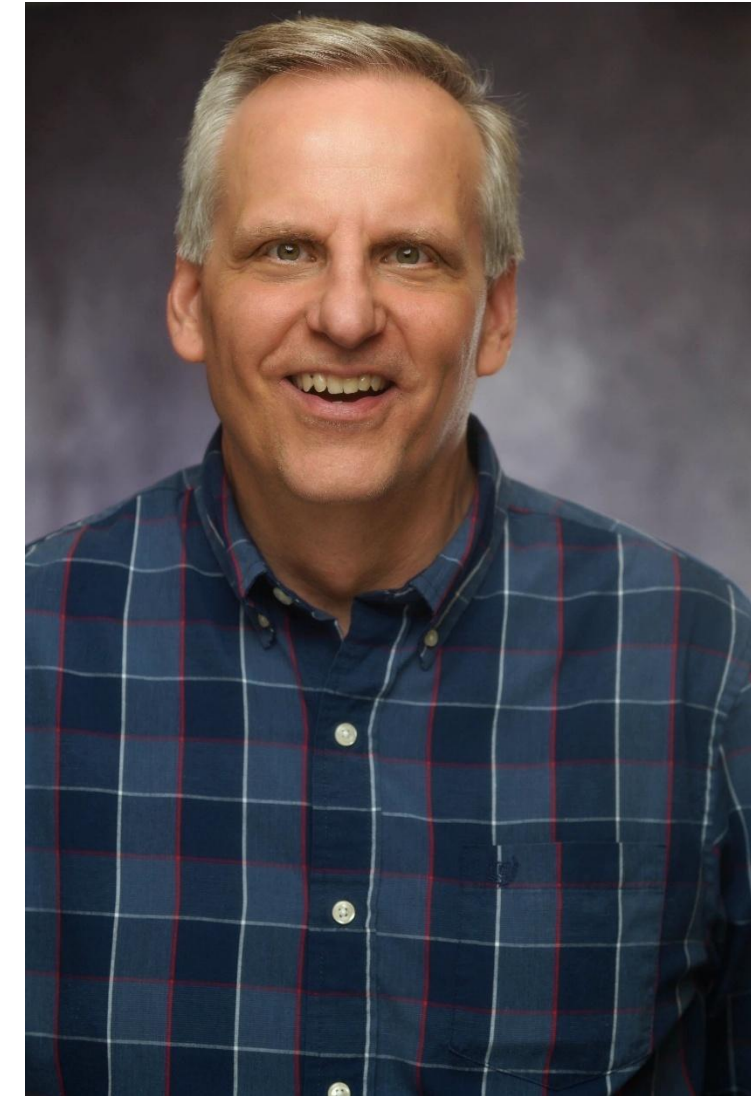




Today's Presenters



Michelle Chiles-Fourcoy
Chief of Staff, COABE



Steve Schmidt
PD Coordinator, COABE



Who's Here?

Please chat: How many times have you presented at COABE?
Are you presenting face-to-face, hybrid, or online only?



- Wi-fi connection
- Screen
- Projector
- Podium with movable microphone
- Laptop (hybrid sessions only)



In-Person Presentation

- Your laptop
- Clicker
- Special adapters or plugs (USB-C to HDMI or HDMI to USB-C)
- The projectors connect using the following: HDMI, VGA-In, VGA-out, Composite video, USB power out, Audio-in, Audio-out and RS-232C
- Prepare at least 45 handouts



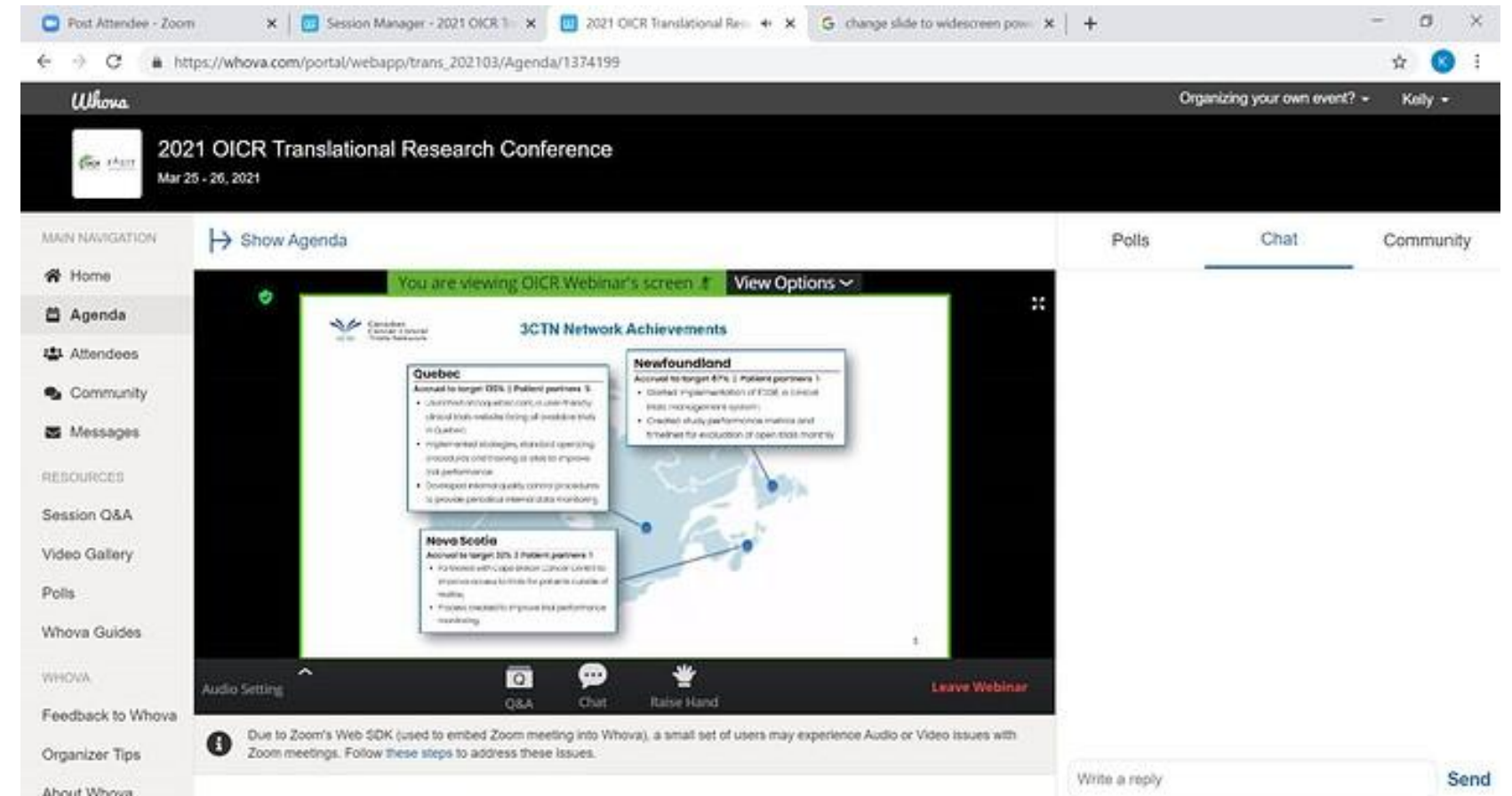
Hybrid Presentation

- Laptop with all connections will already be set up for primary presenter
- The computer is already logged in, just select your session and start it
- Bring a laptop for the support person (buddy)
- Access your presentation via flash drive or on the web
- Bring 45 handouts
- Some hybrid rooms have Owls



Virtual Only Presentation

- You will present with Zoom app that lives inside Whova
- Suggest you have a buddy to monitor the chat or a second monitor
- Participants can unmute!



The screenshot displays the Whova interface for a virtual presentation. The main content area shows a slide titled "3CTN Network Achievements" with callouts for Quebec, Newfoundland, and Nova Scotia. The interface includes a navigation menu on the left, a top navigation bar, and a chat window on the right.

3CTN Network Achievements

- Quebec**
 - Accomplish target 80% 3 Patient partners 3
 - Journalist coverage and content in user-friendly shared info website listing all available trials in Quebec
 - Implemented strategies, elevated operating procedures and training in place to improve trial performance
 - Developed standard quality control procedures to provide periodic internal data monitoring
- Newfoundland**
 - Accomplish target 80% 3 Patient partners 1
 - Created implementation of F202 as clinical trial management system
 - Created study performance metrics and training for evolution of open trial monthly
- Nova Scotia**
 - Accomplish target 80% 3 Patient partners 1
 - Engaged with local health care providers to improve access to trials for patients unable to travel
 - Process needed to improve trial performance monitoring

Story Time: The Last 5 Minutes of a Presentation





Presentation Tips

Begin with the End in Mind: Use a Planning Guide

COABE Conference Session Planning Guide

1. Identify Desired Outcomes (What do you want participants to learn?)

What key takeaways (skills, knowledge, or attitudes) should participants' gain?

How will this presentation impact participants' practices?

2. Determine Acceptable Evidence (How will you know they have learned it?)

What indicators will show that participants understand the concepts?

How will you use engagement strategies like polls, discussions, or activities?

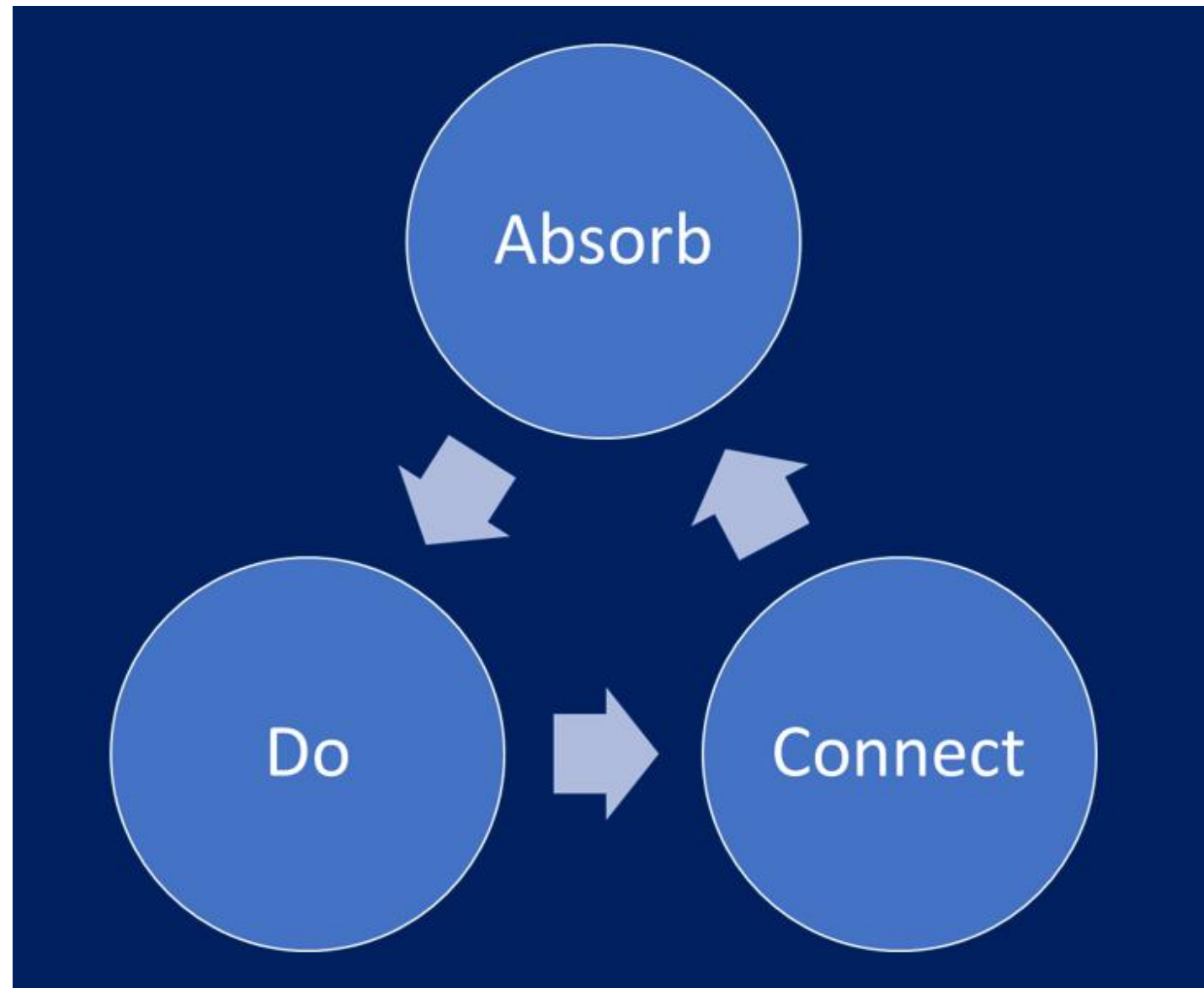
How will you gather feedback (e.g., Q&A, post-session surveys)?

<https://docs.google.com/document/d/1sVUrrZNHafbD1zRGz8VTI5PjnGvfP65rwSbISDFVFAQ/edit?tab=t.0>

- 70-minute Session, Plan Accordingly
- Tell Stories
- Pictures are worth 1,000 words



A, D, C – Absorb Do Connect



Welcome and Intro (**Absorb**)

Poll: Who's Here? (**Do**)

Content Part 1 (**Absorb**)

Turn and Talk (**Connect**)

Content Part 2 (**Absorb**)

Questions? (**Do**)

Content Part 3 (**Absorb**)

Small Group Discussion (**Do/Connect**)

Content Part 4 (**Absorb**)

Questions, Comments, Thoughts



Presentation Tips

Coaching Session Sign Ups

COABE 2026 One-on-One Coaching Session Sign-Up

This sign-up sheet is for those who would like to have a coaching session with COABE PD Coordinator Steve Schmidt. Steve is happy to review your session and provide feedback.

Optional but encouraged: Please email Steve your slides or [Planning Outline](#) before the coaching session @ steveschmidt@coabe.org

Need another time than what's listed? Email Steve @ steveschmidt@coabe.org

Date and Time	Presenter Name Presenter Email	Presenter Cell Phone/Presenter Time Zone
Sample March 26 3:00 PM ET	Ima Presenter reachout@iwork.edu	812-719-7766 Eastern
March 27 March 27 9 AM ET		
March 27 9:30 AM ET		
March 27 10 AM ET		

<https://docs.google.com/document/d/1d808Zp8BDe-4GavDUnqtVTdXwWSWfpgH9XcRvbUVUK0/edit?pli=1&tab=t.0>



Coaching Session Buzz



Nicole Fleming • 1st

TBR Community Director | TBR Certified Trainer | Keynote Speaker - I help oth...
1d •



I'm leading an interactive session at the 2026 COABE National Conference on Six Principles to Drive Learner Engagement (content from [TBR Community](#)). How exciting that you get a special badge when lots of people register for it!

I can't wait to see everyone there!

I have to give a shoutout to [COABE](#) for their efforts in working to make sure their conference sessions are interactive and useful to participants. They offer the opportunity to schedule a drop-in with [Steven Schmidt](#) which is amazing!

I'd love to see more conferences do something like this.

2026 COABE National Conference
Monday April 13, 2026 / 08:00 AM - 09:10 AM

Session with big attendance!

“
*Learning Reimagined:
Six Principles to Drive*

INDIANAPOLIS, IN
COABE
2026
APRIL 13-14, 2026



Get the Whova App

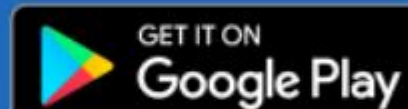
<https://whova.com/portal/INNfQ4ue9QD7IYX9ahO-0k424JBpZeAdsHdBzImAuq4=>



2026 COABE National Conference

Apr 12 - 15, 2026

Please use the email address you registered with the event to sign up. [Email me this page](#)



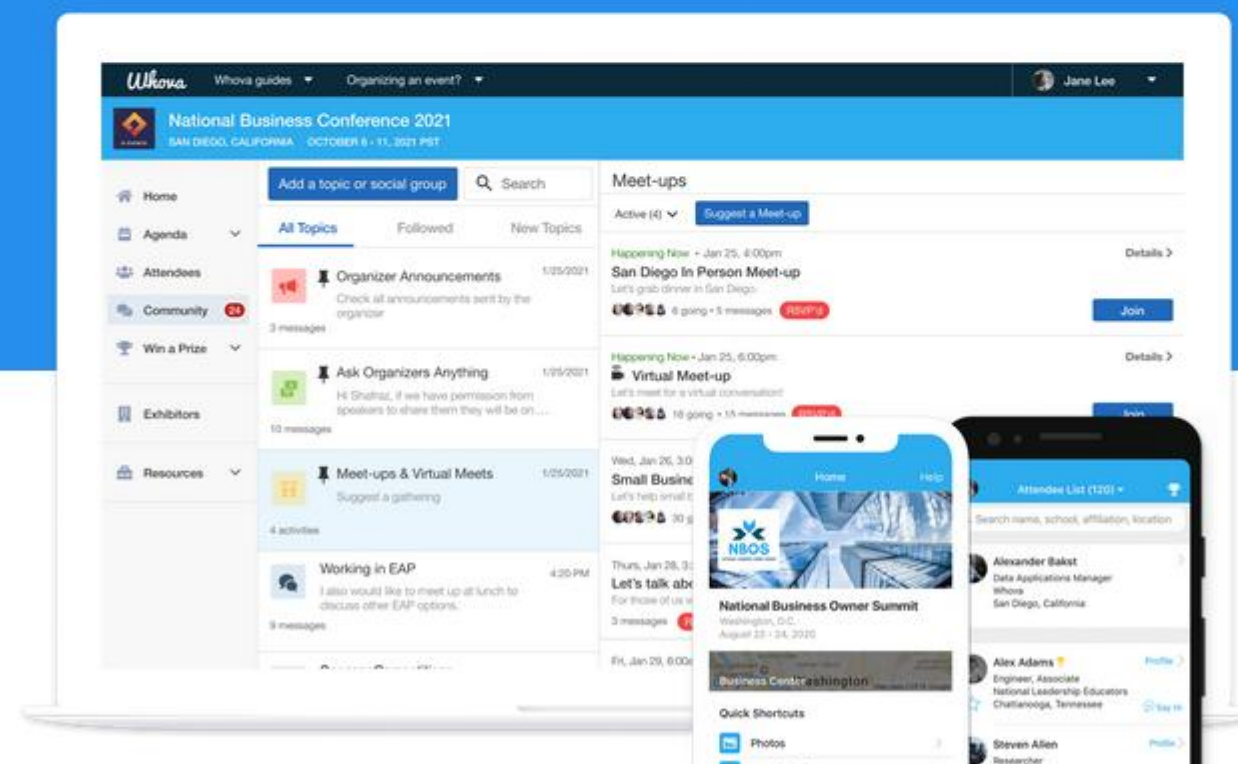
Android users: if you cannot access Google Play or cannot find Whova, please [download the Android app here](#).

If you are on desktop, [enter the event on the Web App here](#)

Get the most out of the app and have a more productive experience!

- 1 **NAVIGATE** the event agenda and logistics, even without Wi-Fi or data. Access useful information like ridesharing and local attractions through the Community Board

- 2 **NETWORK** effectively. Plan whom to meet by exploring attendee profiles





Whova App Tour



All Bookmarks

Whova

Whova Guides ▾

Organizing your own event?

About Whova

Steven Schmidt ▾



2026 COABE National Conference

Indianapolis, IN (View map) Apr 12 – 15, 2026

Sponsor level
Corporate



Home

Agenda >

Attendees 34

Community 4k

Messages 144

Photos

Win a Prize >

Exhibitors & Sponsors >

My Stuff >

Feedback to Whova

Organizer Tips



The Crossroads of Adult Education - Empowering the Future of America.

The COABE National Conference is the signature professional development event for the field of adult education, and the 2026 hybrid conference will be held in Indianapolis, IN from April 12th - 15th.

We invite you to enjoy the world's largest adult education conference where you will access new best practices and

Activity Feed



Meaza Haile

answered an icebreaker question: 1 hour ago

dove 🐦

[View ice breaker](#)



Community Topic: Learn, Laugh, Repeat: Daily Adult Ed jokes and ... 2 hours ago

Apr 15, 2026 at 5:23 AM EDT

This is on fire 🔥

[View this meet-up](#)



Transferrable Skills Set 2 hours ago

[View 1 message](#)



Sara Mitzel

shared a photo 12 hours ago

[95 new activity ↓](#)



Hybrid Presenters

You Need a Buddy (Someone to Assist with the Online Audience)

- An effective hybrid presentation with two audiences requires two people
- The buddy (support person) supports the virtual audience by monitoring the chat and virtual activities
- COABE expects you to have a buddy





Hybrid Presenters

Please Keep in Mind

- Repeat questions/comments for both audiences
- Have a volunteer with the handheld microphone
- Stay on camera please!
- Be familiar with Whova





Hybrid Presenters

Hybrid Buddy Finder

COABE 2026 I Need a Hybrid Presenting Buddy / I Will Volunteer to Be a Buddy

This Doc serves as a way for hybrid presenters to find a support person (buddy) to assist them during their presentations and for others to volunteer to be a buddy for a hybrid presenter. Buddies will assist by ensuring the virtual audience is an important part of the presentation through monitoring the chat, posting links and handouts, and notifying tech support as needed.

The red font is confirmed via email.

I Need a Buddy! Name and Email	Presentation Date/Title	Presentation Time/ Eastern	I'm Willing to Help! Name/Email

https://www.google.com/document/d/1mbpNgnvEV_ueNBBI_R77CLbw9f7Atan8/edit?tab=t.0

- Begin with the end in mind: What outcome(s) do you hope learners will gain?
- What is the purpose of the activity? What tools will help?
 - Activate prior knowledge
 - Reflect on learning
 - Consider next steps
 - Reinforce learning
 - Increase interactivity



Goals before tools: “It’s about technology supporting the sound educational practices that instructors already do.”

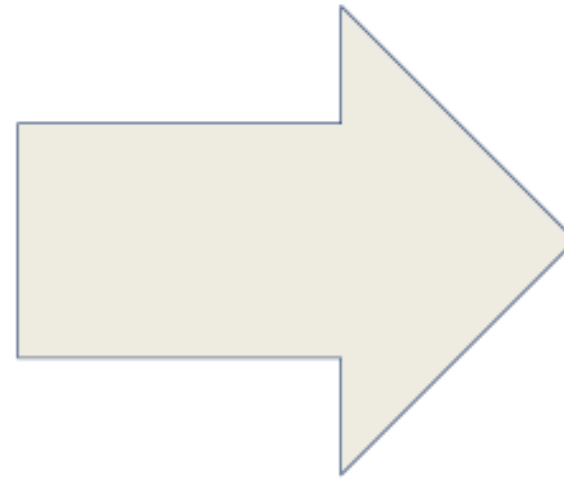
- Rachel Riggs



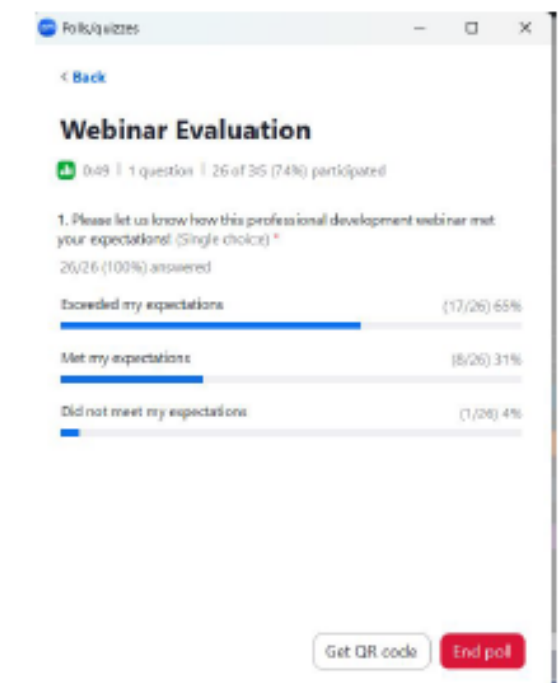
Goals

- Activate prior knowledge
- Reflect on learning
- Consider next steps
- Reinforce learning
- Increase interactivity

Before



Tools



Padlet

Steven Schmidt • 9h

Transfer of Learning Resources

Tools

+

Read More

+

Try This

+

Padlet Help Guide

+

Add section

Steven Schmidt
9 days ago

LTEM Framework

LTEM: Learning-Transfer Evaluation Model		
Tier 8	Effects of Transfer	Work
Tier 7	Transfer	
Tier 6	Task Competence	Learning
Tier 5	Decision-Making Competence	
Tier 4	Knowledge	
Tier 3	Learner Perceptions	
Tier 2	Activity	
Tier 1	Attendance	

worklearning.com

LTEM
(Download — Will Thalheimer)
The official one-page model and 52-page report.

Steven Schmidt
9 days ago

Knowles' Andragogy — The Foundation of Adult Learning Design

an-dra-go-gy

man Andragogy leading

andr-+ (ped)agogy

elearningindustry.com

The Adult Learning Theory - Andragogy - of Malcolm Knowles

Clear, practitioner-friendly breakdown of all six principles with application guidance.

Steven Schmidt
9 days ago

5-Day Application Challenge - Kim Glenn, EDSI

5-Day Application Challenge


DOCX

Application Challenge

This document provides a brief application framework.

Steven Schmidt
9 hours ago

Padlet Help Guide



padlet.help

Padlet Knowledge Base & Support

+ Post



Presenter Resources Tour

www.coabe.org/presenter-resources



2026 COABE Presenter Resources

Your Guide to a Successful Presentation

[View Scheduled
Sessions Document](#)

[View Scheduled
Sessions Spreadsheet](#)





Presenter Resources

Daily On-Site Presenter Training

JW Marriott – Room 307

Sunday, April 12th 7:30 – 8:10 AM

Monday, April 13th 7:00 – 7:40 AM

Tuesday, April 14th 7:00 – 7:40 AM

Wednesday, April 15th 7:00 – 7:40 AM





Presenter Resources

Presenter Lounge:
Drop In Coaching Available

JW Marriott – Room 307

Sunday 8:30 AM to 3:30 PM

Monday, Tuesday

8:00 AM to 5 PM

Wednesday

8:00 AM to 2 PM





Questions?
Comments?

Steve Schmidt

steveschmidt@coabe.org

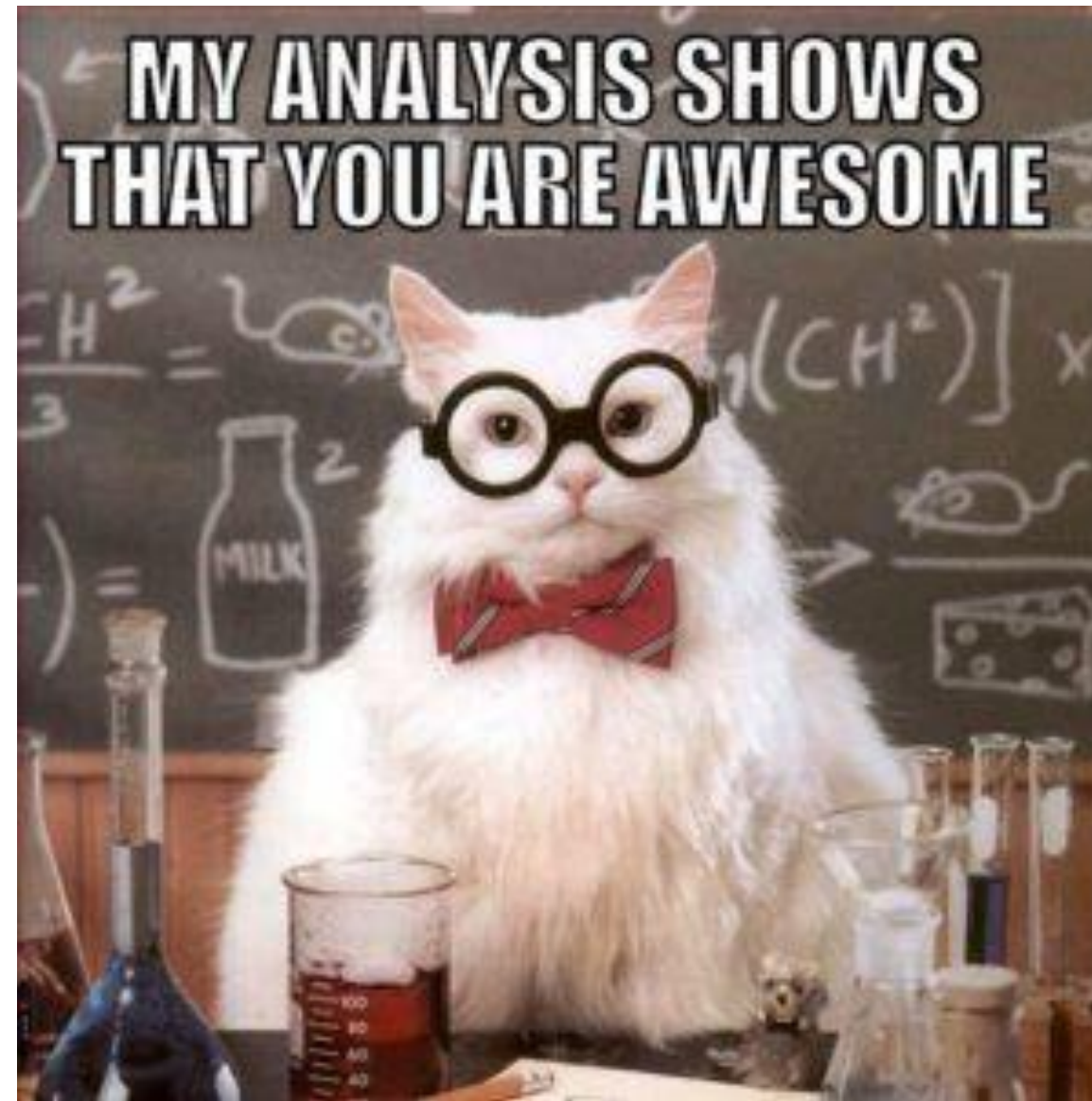
Michelle Chiles-Fourcoy

michellechiles@coabe.org





The Research Says . . .





Thank
You

We appreciate your
commitment to
advancing work
in our field!





See you in Indianapolis!



INDIANAPOLIS, IN

COABE 2026

NATIONAL CONFERENCE

APRIL 12-15

