**Exceptional Teachers Resource Repository   
Submission Guide**

Thank you for your interest in submitting a resource for the Exceptional Teacher Resource Repository! We recommend using the form below to collect the necessary information before beginning the submission process to ensure you have all the information needed to complete your submission. Items marked with an asterisk (\*) are required items.

**You can submit your resource here:** [**Resource Repository Submission Form**](https://councilforexceptionalchildren.submittable.com/submit/284968/exceptional-teacher-resource-repository-2024)

*Please note: You’ll be asked to create an account for Submittable, the submission platform. This is not the same as your CEC account.*

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| Title of Resource [This should be a brief description of what the resource is (no more than 10 words), e.g. "Family Information Collection Form" or "Algebra 1 Co-Teaching Lesson Plan."] |  |
| Describe your resource and its primary utility.\* |  |
| Select the type of resource you are submitting. \* | * Lesson Plan * Behavior Scale * Visuals * Q&A Document * Checklist * Project-Based Learning * Student Activity * Video * Data Collection Resource * Progress Monitoring Resource * Other |
| Select a primary topic area of focus. This topic tag will help teachers find your resource. \* |  |
| Select a secondary topic area that applies to your resource, if applicable. |  |
| Who is your resource’s target audience? Select up to 3. | * General Education Teacher * Special Education Teacher * Gifted/Talented Teacher * Early Childhood Special Educator * Early Interventionist * Parent/Family/Caregiver * Paraprofessional/Paraeducator * Related Services Provider * Administrator * Student * Instructional Coach * Teacher Candidate |
| What is the primary level that your resource applies to? Select up to 3.\* | * Early Intervention (ages 0-3) * Early Childhood (ages 0-5) * Elementary Level (grades K-5) * Middle School (grades 6-8) * High School/Secondary Level (grades 9-12) * Transition Age (ages 18-22+) * Parent/Family/Caregiver * Administrator/Special Education Director * Other |
| What are the primary needs your resource addresses? Select up to 3.\* | * Reading * Math * Assistive Technology * MTSS * Writing * Social/Emotional * Behavior * Motor * Sensory * Assessment * Collaboration (Professional) * Family Engagement * Instruction * Transition to Adulthood - Vocational Skills * Independency/Life Skills |
| Select any notable features of your resource. | * Accessibility * Cultural Responsiveness * Language/Translation * Requires Specific Technology * Other |
| Please review this statement about anti-plagiarism and check to agree.\* | I certify that this submission is my own work, based on my personal study, research and/or teaching experience and that I have not used another individual’s ideas, work or resources. |
| Please review the statement below and check if you agree.\* | By submitting this resource for inclusion in CEC's Exceptional Teacher Resource Repository, I grant to CEC a royalty-free, non-exclusive license and release to publish, and allow CEC members to access and edit my resource (including all components of the resource and my name and likeness, of provided) as it is submitted to or with agreed upon edits to CEC until I request, in writing, that the content be removed from the Repository. I understand that this license does not change the fact that I retain ownership of my resource and ancillary materials and does not prohibit me from using my resource in any way or from allowing others to use it/them. |
| Marketing Permission | By checking this box, I choose to **opt-out** of my resource being promoted and my name attributed through CEC's additional marketing communications. My name will still be attributed to my resource within the Repository, but neither my resource nor name will be used directly in additional promotional materials and social media channels. |

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Questions? Contact [repository@exceptionalchildren.org](mailto:repository@exceptionalchildren.org).