



Conference Presentation Proposal

This form is a fillable PDF. Please fill out the form, save it as a .pdf and title it with your last name. If there is more than one presenter, enter both names and attach both CV/Resumes. Send the completed form as an attachment to [IHEA \(info@iowahealthed.org\)](mailto:info@iowahealthed.org)

*denotes required fields

SPEAKER INFORMATION

Presenter Name / Credentials*

Phone

Email*

Additional Presenter Name / Credentials*

Phone

Email*

*Include a copy of CV / Resume for each speaker with this form**

CONFERENCE INFORMATION

Pre-conference Workshop Wednesday June 17th

(Geared towards novice health educators, deans/directors, and/or healthcare sim educators)

2 hour Workshop 4 hour Workshop

Conference-June 18th-19th, Select 1 of the following tracks:

Presentations will be scheduled in 60 minute sessions. Longer sessions can be split into multiple sessions(i.e. part 1 & part 2) and require separate submissions.

Simulation

Teaching Strategies/Educational Best Practices

Allied Health

Expectations and Guidelines

Speakers will be responsible to:

- Provide a full bio/resume/CV to committee.
- Pay for personal lodging and transportation to and from the conference
- Register and pay to be an attendee of the conference (*Speakers will receive a \$50 discount off the registration fee for the full conference*)
- Provide References/ Bibliography to support presentation subject matter
- Provide a copy of any electronic presentation if used
- Provide any handouts to participants
- As a reference for creating Measurable Learning Objectives: refer to ISU Revised Blooms Taxonomy <http://www.celt.iastate.edu/teaching/effective-teaching-practices/revised-blooms-taxonomy/>

The conference committee will:

- Seek approval for CEU's/ CEH's/ Contact Hours for the professionals attending the conference
- Notify speakers of submission acceptance to participate in conference
- Provide a point of contact for all communication
- Provide speakers with AV/technology available a minimum of one month prior to the conference
- Be available to assist/support Speaker/Presenter
- Create Conference Schedule complete with Keynote and break-out sessions

PRESENTATION INFORMATION

Preferred Date if possible

Topic / Title:

Description:

Behavioral Objectives of Program (Minimum of 4 please)

Outline & Agenda to be submitted upon acceptance