

International Trauma Conference 2007 Call for Presentations - General Information

Presenter's Name: _____

Title and Affiliation: _____

Address: _____

City: _____ State/Province: _____ Zip: _____

Preferred Contact Phone:(____) _____ FAX(____) _____

Preferred e-mail address: _____

1. Please attach a copy of your curriculum vitae (CV) or resume and a biographical sketch of your experience and qualifications.
2. Please list three (3) individuals who can attest to your presentation abilities and notify these individuals that a member of the ITLS staff may contact them for a speaker reference for you.

Name	Telephone Number	E-Mail Address	Relationship

3. Please list similar conferences at which you have presented:

Conference Name & Sponsor	Date	Topic(s) Presented

4. ITLS generally offers faculty the following concessions:
 - One night hotel accommodations per lecture given
 - Complimentary breakfast and lunch during the conference
 - Complimentary conference registration

Please outline your additional requirements below or contact Lora Finucane.



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International Trauma Conference 2007 Call for Presentations - Presentation Form

Please complete a separate form for each session you propose to present.

Presenter's Name: _____

Title you suggest for this session: _____

Type of Presentation (Check one):

- General Session (presented to all attendees)
- Clinical (appropriate for ITLS providers)
- Education (appropriate for EMS educators)
- Research (appropriate for all levels)
- Quality Improvement
- Management
- General Information Topic
- Humor (medically related)
- ITLS Chapter Administration
- Other, please specify: _____

A) Proposed Length (Time) of Session: _____

Please note that workshops are generally eight hours; general sessions are usually one hour; and concurrent sessions are usually 1.25 hours. Variations in time allocation may be able to be accommodated. Please allow time for questions.

B) Co-Presenter(s) needed? YES _____ NO _____

Please note that last-minute faculty additions may not be able to be accommodated.

C) Provide Names and Titles of Co-Presenter(s):



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D) Attach a CV/resume AND brief biography for each presenter (including yourself).

E) Presentation Description (for use in conference brochure):

Use no more than 150 words. NOTE: ITLS staff will edit final descriptions.

Please present at least three (3) learning objectives for this topic along with the allotted time for each objective. You may add columns if you have more than three objectives. Break down each objective according to the time to be spent on each objective. The times appearing in the right column should add up to the total lecture time. Tip: Objectives should answer the question: "Following the presentation, the participant will be able to..." and should be measurable.

Learning Objective	Time for each obj.
1)	
2)	
3)	



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Please provide at least 5 bibliographical references for the session (sources of the information utilized – ex., medical texts, journal articles, etc.)

1)
2)
3)
4)
5)

Teaching Method(s) that will be used (check all that apply)

- Lecture
- Hands On/Demonstration
- Panel Discussion
- Question and Answer
- Role Playing
- Case Studies
- Other (please specify):

Audiovisual Equipment Required (Check all that apply)

ITLS generally provides a laptop computer, an LCD projector and a laser pointer for faculty to use. All slides must be PowerPoint (no hard copy slides).

Should you need additional equipment, please specify below:

- VCR and Monitor
- Overhead Projector
- Dry-Erase Board
- Other:



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**Please outline any special setup/space/equipment requirements below.
Last-minute requests may not be able to be accommodated.**

Thank you for your submission. You will be notified regarding the Conference Planning Committee's decision as soon as possible. Please direct any inquiries to Lora Finucane at loraf@itrauma.org.



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