

# AMWA 2022 Call for Proposals: Roundtable Discussions

## Worksheet

Use this worksheet to plan your proposal before completing the form online. To enhance the likelihood of your proposal being accepted, refer to the [guidelines](#) for completing specific sections of the form and for overall tips. This worksheet is for only Roundtable Discussions. Other worksheets are available for preparing proposals for Education Sessions and Posters. **You must submit your proposal online at: <https://www.surveymonkey.com/r/AMWA2022RT>**

**Deadline for submission of Roundtable Discussion proposals: April 11, 2022.**

### Details of Proposed Roundtable Discussion

**Title of Proposed Roundtable Discussion:**

**Type of Proposed Roundtable (75 minutes):**

- ☐ Informational
- ☐ Participatory

**Professional Focus Area of Proposed Roundtable Discussion (primary area of focus and secondary, if applicable)**

- ☐ Regulatory writing
- ☐ Scientific publications
- ☐ Health communication (patient education, health journalism, health literacy, health care public relations)
- ☐ Career development (leadership, management, networking, soft skills, emerging career opportunities, business aspects of freelancing)
- ☐ Core knowledge and skills (writing and editing mechanics, scientific research/methodology, scientific literature, visual communication, technology)
- ☐ Continuing Education for Health Professionals
- ☐ Grantsmanship
- ☐ Promotional writing (marketing and advertising of health care products and services)
- ☐ Leadership/Management
- ☐ Wellness
- ☐ Other (please specify)

**Target Audience**

- ☐ New/Entry level (0 to 5 years)
- ☐ Mid-career (5 to 8 years)
- ☐ Advanced (More than 8 years)
- ☐ All levels

### **Description of Proposed Roundtable Discussion**

Provide a description of no more than 100 words. This description serves three purposes: (1) documentation of the educational need, (2) information for the selection process, and (3) promotion of the Roundtable Discussion in conference materials. **How well your description is written reflects your professionalism and expertise and will be a factor in review and acceptance.** Be sure to review and edit your description before submitting. Refer to the [guidelines](#) for writing this description.

### **Presenter Information**

#### **Proposer/Facilitator's Contact Information**

Name (first and last, with credentials, for program listing):

Professional Title:

Company:

City, State:

Email Address:

Daytime Phone Number:

#### **Biosketch**

Include a biographic sketch (no more than 150 words) focusing on your experience with this topic and your teaching or presentation experience. Include whether you have presented on this topic before, and if so, where.

### **Submission Agreement**

**In submitting this proposal, I agree to the following.**

- ☐ My Roundtable may be scheduled anytime during the conference dates of November 2-5, 2022.
- ☐ I will not promote any of my products or services during the Roundtable Discussion.
- ☐ I will pay the appropriate registration fees and travel expenses to attend the AMWA 2022 Medical Writing & Communication Conference if my proposal is accepted.