AMWA 2022 Call for Proposals: Education Sessions
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 Education Sessions. Other worksheets are available for preparing proposals for Roundtable Discussions and Posters. You must submit your proposal at: https://www.surveymonkey.com/r/AMWA2022

Deadline for submission of Education Session proposals: March 1, 2022.

Details of Proposed Education Session

Title of Proposed Session:

Format of Proposed Session:
__ 60-minute Session (one or two presenters)
__ 90-minute Session (one or two presenters)
__ 60-minute Panel Session (up to three panelists)
__ 90-minute Panel Session (up to three panelists)
__ MedWrite Talk (one presenter, 8-10 minutes)

Professional Focus Area of Proposed Session (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
__ 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 Session
Provide a description of no more than 150 words. This description will be used for three purposes: (1) documentation of educational need, (2) information for the Committee’s selection process, and (3) promotion of the session 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.

Learning Objectives
Write two or three brief learning objectives (no more than a total of 50 words) to state what participants will be able to do after the session.

Presenter Information
Presenter’s Contact Information (if more than one presenter, give the name of the contact for the group). If you are submitting a proposal for a Panel Discussion, identify all panelists at the time of submission. No more than three panelists.

Contact Information for Primary Presenter/Panelist (if applicable)
Name (first and last, with credentials, for program listing): 
Professional Title: 
Company: 
City, State: 
Email Address: 
Daytime Phone Number: 

Contact Information for Second Presenter/Panelist (if applicable)
Name (first and last, with credentials for program listing): 
Professional Title: 
Company: 
City, State: 
Email Address: 
Daytime Phone Number: 

Contact Information for Third Panelist (if applicable)
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) for each presenter or panelist, focusing on experience with the topic of the proposed session, teaching or presentation experience, and previous presentations on this topic before.

**Submission Agreement**

In submitting this proposal, I agree to the following:
__ My Education Session may be scheduled anytime during the conference dates of November 2-5, 2022 
__ I will not promote my (or another's) products or services during my Education Session. 
__ I (and any other speakers or panelists) will pay the appropriate registration fees and travel expenses to attend the AMWA 2022 Medical Writing & Communication Conference if my proposal is accepted.