

Standard Presentation - Checklist

The items listed below are items requested within the Call for Presentations. This listing is only to be used as a checklist to prepare the items for your submission. You **MUST** complete the Call for Presentations **online**.

EMDRIA Definition of EMDR

How does this presentation meet the [EMDRIA Definition of EMDR?](#) Please be specific by referencing how the conceptualization of the presentation is based on the Definition and works with the 8 phases and 3 prongs of the protocol.

Education Documentation Form

To accurately evaluate your application, please provide at least 3, but no more than 5 learning objectives (depending on the length and complexity of your presentation), the specific content that will be presented for each learning objective, the amount of time allotted for teaching each learning objective, the teaching methods to be used, and relevant literature that should be cited for each learning objective.

[Click here to download a good example of completion of this section.](#)

Learning Objectives

Each learning objective should state what the participant will be able to do following the presentation. Learning objectives should be written to be **SMART** (an acronym for **S**pecific, **M**easurable, **A**ceptable to you, **R**ealistic to achieve and **T**ime-bound within a deadline).

[Click here for a guideline to writing good learning objectives.](#)

Number of Minutes

Please indicate the number of minutes per Learning Objective. The total number of minutes should equal 90 for a 90-Minute presentation or 180 minutes for a 3-Hour presentation.

Content

Please provide a detailed description of the supporting content to this specific learning objective. The content should be consistent with the language and tenets of the Adaptive Information Processing model to receive a full score in the area of Content.

Teaching Strategies

Please provide the teaching methods to be used (Examples: Lecture, Power Point, Videos, Q&A, Group Exercise) for each learning objective.

Citations

Relevant literature should be cited for each learning objective. In addition, please be sure to reference any previous EMDR publication(s) and/or presentation(s) that is related to the current presentation either thematically (e.g. eating disorders, dissociation, addictions) or procedurally. For example, if you are building on prior modifications to a procedure, the original and developmental work should be referenced.

Brief Abstract Summary:

Limited to 100 words. This abbreviated version will be printed in the Conference brochure and will be what participants read in order to choose which workshop(s) they wish to attend. The abstract summary should be consistent with your learning objectives and should be written so that the objectives are evident within it.

Presentation Bibliography

Provide a separate bibliography that includes relevant literature and current research, including all references and publications that focus on the topic of your presentation. EMDRIA requires that all presentations be grounded in sound scientific, psychological, or social science theory and be supported by published information.

Percentage of EMDR

Please indicate the percentage of time your presentation will pertain to EMDR theory, practice, research and/or an integration of EMDR with another modality or issue. All fields are required, so please enter 0% for any fields that don't apply. The total percentages below should add up to 100%.

Presentation Skills

It is necessary for applicants to have presentation experience and to document their presentation skills. To score your presentation skills, we rely on evaluations from previous presentations. If you have not presented at the EMDRIA Conference in the previous 3 years but have presented elsewhere, including Regional meetings, we request that you or the meeting sponsor submit the evaluations for up to three programs, including any comments. This will allow the Conference Program Committee to have a better picture of your experience and skill in presenting.

Sponsors

If this workshop or topic has previously been presented by you or your co-presenters, please provide the information below for the most recent presentations (up to two):

- **Sponsoring Organization or EMDRIA Credit Provider**
- **Reference(s):** *(Name of person who can provide reference)*
- **Date(s)**
- **Phone and Email** *(Phone number and email address for reference)*

Previously Presented Content

Have you or any of your co-presenters presented the **essential content** of this workshop at an **EMDRIA** Conference or as a commercial workshop for EMDRIA Credits within the past three years?

If you answered yes:

- Has the presentation/information been updated? Please explain.
- What's new in this submission?

Curriculum Vitae

Please submit a CV for EACH PRESENTER. A CV **must include** the following:

- Degrees, year granted, awarding university, and major area of study
- Highest level of EMDR training/accreditation
- Work history
- Publications and presentations—please specify those related to EMDR
- Professional affiliations

Biographical Sketch

Please submit a *Biographical Sketch* in paragraph format of **100 words or less for EACH PRESENTER**. Include practical use of EMDR.

Headshot

Upload a headshot for **EACH PRESENTER**. (.jpeg, .jpg, .png, .psd accepted)