

## LEARNING LAB



### Proposal Submission Guidelines

### 2023 FWATA Annual Meeting & Clinical Symposia

Thank you for your interest in submitting a **Learning Lab** proposal for the FWATA Annual Meeting & Clinical Symposia. We welcome your submission!

#### Format & Audience

- Learning Labs are 2-3 hours in length (Combo lecture and lab)
- Attendance range between 10-30 attendees.
  - **NOTE: minimum of 10 attendees must be signed-up two weeks prior to the event otherwise it will be canceled.**

#### Important Guidelines

- Learning Lab topics must fall within the domains of practice for athletic training.
- Presenters are not permitted to perform medical procedures (e.g., taking x-rays, inserting IVs, etc.) in the convention facility.
- Speakers must avoid actively promoting a commercial product, equipment brand, and/or provider.
- Learning Lab will be scheduled as follows:
  - **Speakers must be available for scheduling on Tuesday afternoon, July 11, 2023-Friday, July 14, 2023.**
- Proposed topic must not duplicate program content identified on the "Topics Being Developed by the Education Program Committee" list.
- Proposal selection is contingent upon approval by the Education Program Committee.
- Due to the number of proposal submissions and limitations in the size of convention facilities, all proposals may not be selected. In this situation, topics will be selected based on the organization of the program, quality of content and speakers, and significance of the material to the FWATA membership.

#### Equipment Acquisition

- With exception of treatment tables (provided by FWATA), **the submitter is responsible for securing (including any fees/costs) and coordinating the delivery of any equipment necessary for the Learning Lab.** To preserve the integrity of the program, all aspects of the Annual Meeting and Clinical Symposia, including Learning Labs, must remain non-commercial. Vendors who provide equipment will be acknowledged in the Learning Lab and recognized in the final program.

#### Deadline

- Proposals must be submitted no later than **December 1, 2022.**
- Incomplete (e.g., missing speaker CV) and/or late proposals will **NOT** be accepted.

#### Compensation Policy

- Please refer to the posted FWATA Speaker Compensation Policy

Have the following information available as you will need this to complete the proposal submission process.

- Presentation Information
  - Title of session
  - Domain(s) of athletic training that the presentation pertains to (I, II, III, IV, V)
  - Domain/Task\* - Identify the domain and the task tied to that domain. *Practice Analysis, 7th Edition* located at
    - [Practice Analysis, Seventh Edition Content Outline](#)
  - Level of presentation (Essential, Advanced, Mastery)
  - Abstract/Practice Gap (100 words or less)
    - Description of presentation to include statements that identify the knowledge, competency, and/or practice gap(s) that will enhance the knowledge and skills of the AT.
    - For example: What isn't the AT doing that they should be doing? What doesn't the AT know that this session will provide them? What is the patient's unmet need?
  - Clinical Bottom Line
    - Provide a clinical bottom line or a summary of the evidence (three to four sentences) that identifies the clinical recommendation(s) outlined in the learning objectives.
    - For example: A clinical recommendation or a summary of evidence that addresses one or more of the following aspects of patient care: 1) financial implications 2) equipment needs 3) practicality of implementation 4) applicability to various patient populations
  - Learning objectives for the Lecture AND Lab (3-5 only) written in Bloom's Taxonomy
    - Develop measurable learning objectives that define the knowledge and/or skill the AT is expected to acquire through the completion of the program.
    - For example: "*After attending this session, attendees will be able to identify.... explain.... define... differentiate... develop...*"
  - Three to five references/sources (e.g. peer-reviewed publications) that support the content of the presentation.
    - Utilize format as described in the *Journal of Athletic Training* authors guide:  
<http://www.nata.org/sites/default/files/JAT-Authors-Guide-2010.pdf>
- Speaker Information
  - Name & Credentials
  - Title or position of speaker
  - Affiliation (or place of employment)
  - Contact information: Email, phone
  - Speaker Bio for posting (200 words or less)
  - CV (word document or pdf)
  - Brief statement (three to six sentences) indicating your expertise on the topic.

*Submission forms will be available on October 1, 2022.*

*The deadline for submission is December 1, 2022.*

*Thank you.*