NAGAP Call for Proposals Session Format Descriptions

Panel – Panels ideally have 3-4 participants and a moderator. Potential panelists should submit topics, areas of expertise and related experience and include names of other panelists. The moderator should lead the discussion with a set of questions that will ensure participation of all panelists around topics and essential/guiding questions and encourage questions from the audience to make the session interactive.

Presentation – These are educational sessions in which the presenter(s) shares information with a theater-style audience. Presenters are encouraged to integrate media (e.g., PowerPoint, video clips, web links), engage the audience throughout the course of the session and provide specific examples of how the new learning can be implemented by attendees. Presentations should be structured so that sufficient time is allotted for audience participation, take-home messages and questions and answers.

Special Interest Forum – Special Interest Forums (SIF), led by facilitators, are round table discussions during which attendees may discuss specific topics of interest (selected in advance) in small group settings. This format should maximize the opportunity for open dialogue among conference attendees, as participants share their experiences, thoughts and best practices.

Vendor Presentation – Vendors provide an in-depth, exclusive, product-based presentation on specific products or services. They share how a product or service works and how it may address specific needs of session participants. There is a fee associated with providing a vendor presentation ($3,000 for exhibiting companies and $5,000 for non-exhibiting companies).