

Association of Chiropractic Colleges

29th Educational Conference and Research Agenda Conference

March 17 - 19, 2022

San Diego, CA

Workshop Proposal Form

due by **September 10, 2021**

Total length of workshop time: **90 minutes**

WORKSHOP INFORMATION

Title: (limited to 10 words or less)

Abstract: (2 sentences or less in paragraph form describing the purpose of the workshop)

Category: (select all that apply)

Clinical	Public Health
Conference Theme	Research
Education	Technique
Leadership	

Target Audience: (select the one most applicable)

Administration	Faculty
Clinicians	Researchers

Specific Learning Objectives: (list skills that attendees would expect to gain from the workshop)

Write each objective using the following criteria:

- Use only one action verb for each objective.
- Use one of the measurable action words (e.g. analyze, assess, compare, define, demonstrate, etc.).
- Write from the learner's perspective: describe what the attendee will be able to do after the workshop.

By the completion of the workshop, the attendee will be able to:

Outcome Measures: (identify how you will measure if the above objectives were achieved)

Outline: (include skill building activities)

1-20 minutes:

21-40 minutes:

41-60 minutes:

61-80 minutes:

81-90 minutes:

Questions and Answers (**required**)

Submission Status: (select the one most applicable)

This is a **new** submission.

This is a **previously non-accepted** workshop being resubmitted.

PRESENTER INFORMATION

Leader/Contact Presenter Name:

(do not include credentials)

Affiliation/College/Organization:

Email:

Telephone:	
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Expertise: (Using complete sentences, provide a 200 word or less description of the experience and research accomplishments that support the presenter to teach the workshop topic. Include publications and presentations.)

Co-Presenter Name: (do not include credentials)	
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Affiliation/College/Organization:	
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Email:	
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Telephone:	
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Expertise: (Using complete sentences, provide a 200 word or less description of the experience and research accomplishments that support the presenter to teach the workshop topic. Include publications and presentations.)

Co-Presenter Name: (do not include credentials)	
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Affiliation/College/Organization:	
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Email:	
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Telephone:	
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Expertise: (Using complete sentences, provide a 200 word or less description of the experience and research accomplishments that support the presenter to teach the workshop topic. Include publications and presentations.)

Co-Presenter Name: (do not include credentials)	
---	--

Affiliation/College/Organization:	
--	--

Email:	
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Telephone:	
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Expertise: (Using complete sentences, provide a 200 word or less description of the experience and research accomplishments that support the presenter to teach the workshop topic. Include publications and presentations.)

Expertise continued

Co-Presenter Name:

(do not include credentials)

Affiliation/College/Organization:

Email:

Telephone:

Expertise: (Using complete sentences, provide a 200 word or less description of the experience and research accomplishments that support the presenter to teach the workshop topic. Include publications and presentations.)

Add additional presenter sections as necessary.

Keep a copy of this completed form for your records.
Submit this form by **September 10, 2021** to stuart.kinsinger@gmail.com

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Workshop Proposal Signature Form

due by **September 10, 2021**

NOTE: Due to the volume of submissions and limited time in the schedule, no more than one proposal may be submitted per person, and presenters may be listed on no more than two workshop proposals. Thank you.

INSTRUCTIONS: Each presenter must sign and submit this completed form by **September 10, 2021**.

By signing this form:

1. If accepted, I/we understand that I/we are responsible for all our own costs (e.g. travel, hotel, conference registration, additional materials, etc.). I/we understand that I/we are responsible to secure funding in advance of submitting this proposal and that lack of funding is not an acceptable rationale for withdrawing.
2. I/we understand that presentation of an accepted workshop at the conference is required. Authors of accepted workshops must register, attend, and be present at the scheduled session.
3. Submission of the workshop proposal is a commitment to presenting. I/We understand that withdrawing after acceptance will prevent us from submitting to future ACC-RAC annual conferences.
4. I/We confirm that each of us qualify as an author and presenter of this workshop proposal, am/are responsible for all its content, and give permission for its presentation if accepted to the ACC-RAC conference.
5. I/we will submit required materials (all author CV's, all author Doctor of Chiropractic licenses [where applicable], and all author professional headshots) for continuing education purposes.
6. I/we understand that presentations may not be used to promote any goods, products, or services. All presentations must be done in a non-commercial and non-self-promotional manner.
7. Handouts are the responsibility of the presenters.
8. I/we will comply with the following due dates:
 - a. Materials for all presenters (workshop proposal, all author CV's, all author Doctor of Chiropractic licenses (where applicable), and all author professional headshots) are due no later than **September 10, 2021**.
 - b. All workshop presenters must register for the conference no later than **December 15, 2021**.
 - c. Detailed lesson plans are due no later than **January 24, 2022**.
 - d. PowerPoint file is due no later than **February 21, 2022**.

Workshop Title:			
	Name	Signature	Date
Lead/Contact Presenter:			
Co-Presenter:			
Co-Presenter:			
Co-Presenter:			
Co-Presenter:			
Co-Presenter:			

Add additional presenter sections as necessary.

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