

# Template Worksheet for 2015 NPPC Educational Session Proposal

ASHP 2015 National Pharmacy Preceptors Conference

Submissions will be accepted online only at  
[www.ashp.org/get\\_involved](http://www.ashp.org/get_involved)

Use this template worksheet to assist you in preplanning your educational session proposal.

**NOTE:** This form is a worksheet; you **must** submit your poster online.

1. **TITLE OF PRESENTATION –**

- Be creative
- Be sure the title accurately reflects your session

Title

2. **Briefly describe the overall purpose and goal of this session. (required)**

3. **List 3-5 learning objectives the participants should know or be able to do at the end of the session.** For instructions on crafting sound learning objectives refer to the [Helpful Hints](#) document.

4. **Prepare a tentative outline of your educational session. (required)** Include:

- The topic
- Description of each topic
- Proposed speaker for each topic

5. Describe in detail what learning activities you will employ to support learning in your session. List any specific exercises that will be conducted and/or small group work that will help attendees better implement ideas and concepts. **(required)**

6. **Educational level of content (required)**

- General Interest
- Intermediate
- Advanced

7. Briefly describe how you are going to “Wow” your audience.

8. Target audience. Select all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> New Student Preceptor                                   | <input type="checkbox"/> Experienced Student Preceptors (Advanced)          |
| <input type="checkbox"/> New Residency Preceptors                                | <input type="checkbox"/> Experienced Residency Preceptors (Advanced)        |
| <input type="checkbox"/> New Residency Program Directors                         | <input type="checkbox"/> Experienced Residency Program Directors (Advanced) |
| <input type="checkbox"/> School of Pharmacy Experiential Coordinators (Advanced) |   |

9. Site description for target audience. Select all that apply.

- |  |   |
|--|---|
| <input type="checkbox"/> Ambulatory Setting          | <input type="checkbox"/> PGY2 Programs                |
| <input type="checkbox"/> Managed Care Settings       | <input type="checkbox"/> Small to Medium Institutions |
| <input type="checkbox"/> Community Pharmacy Settings | <input type="checkbox"/> Large Institutions           |
| <input type="checkbox"/> Academic Settings           | <input type="checkbox"/> Non-Academic Affiliation     |
| <input type="checkbox"/> Academic Affiliation        | <input type="checkbox"/> Other                        |
| <input type="checkbox"/> PGY1 Programs               |   |

Deadline to submit an educational session proposal is January 15, 2015. **Good luck!**