

CALL FOR PRESENTATIONS

REVISED: DECEMBER 2009

PARTNERSHIP IN EDUCATION EVENTS 2010-2011



GEORGIA INSTITUTE ON
AGING/AGING SERVICES
OF GEORGIA

You are invited to submit an application to present as a 2009—2010 Joint Faculty Member

of the Georgia Institute on Aging and Aging Services of Georgia Professional Development and Education Event Speaker (Event calendar: January 2010—April 2011).

Our Annual Conference on Aging, with nearly 200 attendees, is recognized as a premier source for education for aging services providers in the southeast to include professional development and leadership programs, a forum for policy discussions and advocacy, and a prime source of information on new research findings on aging.

Important Information for All Presenters

SUBMITTING YOUR APPLICATION

Applications must be submitted online. Preference is given to those agreeing to join our volunteer faculty.

See next page for information and application form.

If you have problems with the online form, please contact the Institute staff, at blastinger@agingservicesga.org. Do not submit proposals by e-mail unless you have contacted the conference staff.

Note: The deadline for submissions to be included in the 2011 Annual Conference is September 22, 2010.

You will receive an e-mail confirming receipt of your proposal. We will notify you in January to let you know whether your application has been accepted.

For further information:
Phone (404) 872-9191 ext. 19
Fax (404) 872-1737
E-mail: jthornton@agingservicesga.org

GENERAL FACULTY REGISTRATION

All presenters are required to register online. Since the Professional Development & Education Committee convenes quarterly to adjust the events schedule according to Aging Services of Georgia members' continuing education needs, a response to your application to present may not be provided for up to 90 days. The committee and Georgia Institute on Aging staff reserve the right of approval based on Aging Services of Georgia membership survey results regarding issue and topic area. In addition, Please be sure to keep a copy of your request.

CONFERENCE FACULTY REGISTRATION

If selected, all presenters are required to register for the conference. Presenter registration fees are waived if you are not attending the entire conference/session. Your actual registration fee will vary depending upon when you register and whether you wish to attend the full conference or just the day of your presentation. Aging Services of Georgia and the Institute cannot pay travel, per diem or other costs for presenters unless negotiated otherwise.

CONFERENCE PRESENTATION SCHEDULE

The 2011 Aging Services of Georgia/SCANPHA Annual Conference will be held April 4-6, 2011 in Savannah at the Hilton Savannah DeSoto Hotel near the River Front.

Since the annual conference involves several presentations, it is impossible to schedule sessions according to individual requests. Please be sure to keep your calendar clear for the entire program presentations until you receive formal notification of your schedule in February 2011.

AUDIOVISUAL EQUIPMENT RENTAL

Overhead and slide projectors are available to presenters upon request at no charge. Presenters will be asked to contribute to the cost of video equipment, LCDs or projection systems. Rental fee information will be sent to all whose applications are accepted. Presenters are also welcome to bring their own equipment.

General Information

It is not necessary to be a member of Aging Services of Georgia to submit a session application. However, other considerations being equal, preference will be given to applications from members. To join Aging Services of Georgia, visit www.agingservicesga.org.

Since we wish to provide a forum for presentations not only by experienced professionals, but also by national experts in the field, we require a detailed abstract of the proposed sessions (to include goals and objectives) as well as information on background and experience (Bio/Resume/CV).

- Special attention will be given to proposals that relate to the [theme](#) of the conference or events listings from surveys and evaluations.
- More than one application may be submitted by an individual in any of the formats; however, priority will be given to allowing opportunities for more individuals to present. We prize diversity.
- It is important to indicate accurately the level of prior knowledge assumed for session attendees. We encourage more presentations of an advanced level, as well as some that cover the basics.
- Use of handouts, demonstrations and audience involvement is highly encouraged.
- Reading of papers and/or PowerPoints is discouraged. However, associate Aging Services of Georgia members are granted opportunities to submit articles in the Association's monthly newsletter (*Coffee Break*).
- Session organizers are encouraged to include presenters from around the country. Sessions involving multiple presenters from different organizations within the southeast region will be given preference due to fiscal restraints.
- In order to assure the highest quality educational program and the greatest breadth of issues covered, staff reserves the right to combine sessions or group a number of presentations in a single time period.