

AMSUS Webinar/Regional Seminar Submission Form

Submissions will be reviewed for appropriate content and alignment with the AMSUS mission - Fill in the form

and Download to your desktop, then email to one of the contacts at the bottom of this form. Please provide as much

of the following information as possible. Once received a discovery call will be set up to discuss next steps.

- 1. Requested event type:
 - a. Regional Seminar (face-to-face)
 - b. Webinar (select one of the following platform options)

AMSUS hosted platform Sponsor hosted platform

- c. Customized Package
- 2. Name of requesting agency or company?
- 3. Contact person(s) name

Email

Phone number

- 4. Presentation Title
- 5. Presenter and Moderator names and Email addressas (name as it is to be listed on the program)

- 6. Target audience
- 7. 3-5 participant outcomes (Following this activity, the participant will be able to...)

Requested month for this activity?

9. (March-October only)

A tech check will scheduled the Tuesday prior to **Thursday Webinars, please plan ahead for both dates.**

10. Summary Paragraph - Provide a brief description of the presentation

Items to consider:

- 1. Create 3-5 'canned' questions to initiate the Q&A session
- 2. Would you like to use Polls during the webinar to engage the audience?
- 3. PDF Handouts (slides, contact sheet, other)

I have read and completed all requested submission form information.

This content has been approved by the submitting company legal and compliance process and content is YES NO consistent with regulatory guidelines

Add any additional information or requests that may be helpful in planning your activity:

Complete the form and Download to your desktop, then email to one of the contacts below. Once received a discovery call will be set up to discuss next steps.

Susan.Bachenheimer@amsus.org Lori.Lawrence@amsus.org Stacie.McArdle@amsus.org