NATIONAL ATHLETIC TRAINERS' ASSOCIATION
GUIDELINES FOR PROPOSAL SUBMISSION

AFFILIATE LEARNING LABS

2010 Annual Meeting & Clinical Symposia
June 22 – June 25, 2010 · Philadelphia, PA

Thanks for your interest in submitting a Learning Lab for the 2010 NATA Annual Meeting & Clinical Symposia. We welcome your submission. The Convention Program Committee reviews all submissions thoroughly and may suggest changes to your proposal. We appreciate your understanding and willingness to work with us.

Format

- Learning Labs are two hours long and have up to 150 attendees.
  - First hour: lecture
  - Second hour: attendees split into two hands-on labs
- The primary speaker:
  - delivers the lecture and is a lab leader.
  - selects the second lab leader and selects up to three lab assistants for each lab.

Audience

NATA members in the following categories are eligible to attend one Learning Lab.

- Certified Regular
- Certified Student
- Certified Retired
- Associate Member
- International Member

Guidelines

- Topics must fall into one of the domains of athletic training.
- Topics must not duplicate the Convention Program Committee's Topics to Avoid List.
- Presenters are not permitted to perform medical procedures (such as taking x-rays or inserting IVs) in the convention center.
- Submitter must confirm all participants prior to submitting.
- All participants must be available throughout the convention since a Learning Lab can be scheduled on any day of the meeting.

Equipment Acquisition

With the exception of treatment tables (provided by NATA), the submitter is responsible for securing and coordinating delivery of any equipment necessary for the Learning Lab. To preserve the integrity of the program, it is essential all aspects of the annual meeting and clinical symposia, including Learning Labs, remain non-commercial. Vendors who provide equipment will be acknowledged in the Learning Lab, recognized in the final program and the Convention Daily News. Speakers should avoid actively promoting the equipment brand or provider.

Financial Responsibility

The presenting organization is responsible for ALL costs, including but not limited to speaker travel and accommodations, for their event. NATA will only provide the following:

- **NATA Members (speakers must speak for a minimum of 30 minutes)**
  1) Speaker gift

- **NATA Nonmember & Non-Athletic Trainer (speaker must speak for a minimum of 30 minutes)**
  1) Complimentary symposia registration
  2) Speaker gift