



GUIDELINES FOR PROPOSAL SUBMISSION

SPECIALTY SESSIONS

2011 Annual Meeting & Clinical Symposia
June 19 – June 22, 2011 · New Orleans, LA

This document includes information related to proposing a Specialty Session proposal for the 2011 Annual Meeting. Specialty Sessions will be scheduled over all three days of the Annual Meeting. **SPEAKERS MUST BE AVAILABLE ALL THREE DAYS OF PROGRAMMING.**

General Information:

- Specialty Sessions are by invitation only and feature presentations by NATA Committees and Councils.
- Specialty Session topics should be related to the Committee's or Council's area of expertise.
- Specialty Sessions are presentations on one topic relevant to the interest of the membership and should be organized to fall within one of the domains of practice for athletic training.
- Specialty Sessions are 1.25 or 2 hours in length. Specialty Sessions 1.25 hours in length may have a maximum of two speakers with no more than one nonmember speaker. Specialty Sessions two hours in length may have a maximum of three speakers with no more than one nonmember speaker.
- Specialty Sessions must avoid any affiliation with a commercial product or service.

Proposals must be submitted no later than **July 16, 2010**. **INCOMPLETE AND/OR LATE PROPOSALS WILL NOT BE ACCEPTED.**

- Proposed topic must not duplicate program content identified on the "2011 Topics Being Developed by the Convention Program Committee" list.
- Proposals must adhere to the Meeting Honoraria/Expense Policy/Complimentary Registration Policy, as it will be strictly enforced.
- The individual submitting the proposal must have confirmed the presentation with all speakers prior to submission.
- Proposal acceptance is contingent upon approval by the Convention Program Committee.
- After July 16, 2010 the Convention Program Committee will only approve a speaker change if the original speaker is unable to attend the annual meeting.

Audience Information:

- Specialty Session attendance is determined by room capacity, which can range between 800-1,200 attendees.

Compensation Policy for Specialty Sessions:

The following will be provided by NATA:

- **NATA Members**
 - 1) Complimentary symposia registration
 - 2) \$100 honorarium for each 30 minutes of speaking time
- **NATA Nonmember**
 - 1) Complimentary symposia registration
 - 2) \$100 honorarium for each 30 minutes of speaking time
 - 3) Reimbursement of authorized expenses related to their speaking engagement (travel, meals, one night's lodging, or two night's if it results in a lower airfare)