

**ALOTA Fall Conference  
September 14-16, 2007**

**Submission for Presentations**

**Deadline for submission is June 1, 2007**

1. Cover sheet which contains the following
  - a. Title of Presentation or Lab
  - b. Names of Presenters and Titles
  - c. Contact information for each presenter
2. A one-half to one page typed abstract of your presentation topic
  - a. Include the title of presentation at the top
  - b. Do not have authors names in this section
3. Reference list APA style
4. Indicate the length of presentation
  - a. One half hour (30 minutes)
  - b. One hour (55 Minutes)
  - c. Two hour
  - d. Three hour lab session
5. Objectives for the participants (two-to-three for each hour of presentation)
6. Your preference to present on
  - a. Friday, Sept. 14<sup>th</sup> in afternoon
  - b. Saturday Sept. 15<sup>th</sup> in morning
  - c. Sunday Sept. 16<sup>th</sup> in morning

**Lab Sessions**

Any one who will be conducting a lab session, you will be responsible for providing all consumable materials for the lab (i.e. splinting material, strapping material), therefore, please indicate a reasonable charge per person for us to collect for you with the registration fees. You will be refunded these fees on the day of the presentation. If you need other supplies for use, please provide of list of items and quantity you will need to have set up for you. Also, indicate the maximum number of participants you want in your lab session.

**All Sessions**

Please indicate which of the following you need set up for your presentation

- a) overhead projector
- b) slide projector
- c) microphone
- d) VCR/TV
- e) Projection system for Power Point Presentation
  - a. Mc Compatible or
  - b. IBM compatible

**Send Proposals To:**

Email in MS Word format to [valley.mccurry@alota.org](mailto:valley.mccurry@alota.org)  
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