

FOR PRESENTATION AT THE SPRING GRMC MEETING (March 3 – 9, 2009) SUGGESTED SESSION FORMATS

SUBMISSION DEADLINE – DECEMBER 21, 2009 MIDNIGHT

General Information for Interactive Discussion Proposals

Interactive discussions are intended to provide a forum for the extended exchange of ideas among participants on topics of broad interest. Sessions are 1 to 1 1/2 hours in length.

The format consists of a brief presentation by two to three persons (and a moderator) as the stimulus for a focused discussion among participants. It is imperative that the focus be on discussion with all present.

A data projector and screen will be provided. Moderators must provide a laptop for use by presenters. If additional A/V equipment is required, it must be requested in advance, contact Kate McOwen (kmcowen@aamc.org) for more information.

Interactive discussions will be peer reviewed. The highest rated discussion(s) covering the broadest range of topics and presenters will be selected.

Proposals should be submitted as an email attachment with the subject line “**GRMC Spring Meeting Discussion Proposal**” to kmcowen@aamc.org using the following application template:

The entire proposal should be no more than five pages in length and include:

- 1) Title
- 2) A listing of moderator and discussants including institutional affiliation
- 3) A description of how the session will be conducted, with evidence of a focus on discussion
- 4) A description of the topic for discussion, including a rationale for its timeliness and potential interest to participants
- 5) A set of 3 – 5 questions that will serve to foster discussion

Notification of acceptance will be made by January 8, 2010. All moderators/discussants will be required to register for the spring meeting.

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General Information for Workshop Proposals

The workshop is intended to provide extended focus on a particular idea with an interactive experience for participants. Sessions typically last from one to three hours.

Workshops will be peer reviewed. The highest rated discussion(s) covering the broadest range of topics and presenters will be selected.

A data projector and screen will be provided. If there are multiple presentations in your workshop it is recommended that they are loaded onto a single laptop for use by presenters. If additional A/V equipment is required, it must be requested in advance, contact Kate McOwen (kmcowen@aamc.org) for more information.

Proposals should be submitted as an email attachment with the subject line “**GRMC Spring Meeting Workshop Proposal**” to kmcowen@aamc.org using the following application template:

The entire proposal should be no more than five pages in length and include:

- 1) Purpose and rationale: What is your overall goal and why is this an important topic?
- 2) Specific Objectives: Describe the information and skills to which participants will be exposed and list specifically what participants will be expected to know or be able to do upon completion of the workshop.
- 3) Format/Methods: List sequentially, with time allocations, the specific teaching methods and techniques to be employed. Describe why you are using each activity, any associated materials, audiovisual aids to be used. It is critical to distinguish the workshop activities and clarify how they differ from a discussion group presentation.
- 4) Learner Assessment: How will you determine whether participants have mastered your objectives?

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General Information for Poster Abstracts

Poster abstracts about on-going or new projects on regional campuses are welcome. The spring meeting is an excellent place to introduce work-in-progress.

Abstracts will be peer reviewed. The highest rated posters covering the broadest range of topics and presenters will be selected.

Abstracts should be submitted as an email attachment with the subject line “**GRMC Spring Meeting Poster Abstract**” to kmcowen@aamc.org using the following application template:

Abstracts should not exceed 200 words and should contain the title of the project, names/degrees/institutions of all authors, and contact information for the corresponding author.

The structure should include the following headings:

- 1) Background
- 2) Methods
- 3) Results
- 4) Conclusions

Notification of acceptance will be made by January 8, 2010.