



Colorado Activity Professionals' Association

CALL FOR PAPERS SPEAKER PACKET

CAPA 2021 State Conference

Pueblo Convention Center

located in the Courtyard by Marriott

329 Central Main Street

Pueblo, CO 81003

June 8 - 11, 2021

CAPA 2021 Call for Papers/Speaker Packet

The Call for Papers offers members and interested parties the opportunity to submit written proposals for continuing education programs offered at the 2021 Colorado State Conference, sponsored by the Colorado Activity Professionals' Association. These sessions are open to all conference registrants in attendance, and focus on topics and issues affecting providers, residents and the activity professional who work primarily in geriatrics.

* Due to the accreditation process, please complete all of the following submission criteria specifically and thoroughly.

First Page:

- ✓ Title of Presentation (must be descriptive of content)
- ✓ Learning Outcomes (minimum of three list objectives in measurable terms)
- ✓ Speaker Information (name, job title, complete address, phone, fax, e-mail)
- ✓ Program Description (provide a description of the session to be used in the conference brochure, limit to 50 words)

Second Page:

- ✓ Speaker Credentials (Attach a one-page resume outlining your speaker credentials and relevant experience. Educational and academic preparation must be included.)

Third Page:

- ✓ Speaker Information (Attach a short introduction for yourself and your presentation. Your session introduction should set the tone of your presentation. The session monitor will be utilizing this introduction at the start of your session.)

Fourth Page:

- ✓ Presentation Requirements (Room setup, type of presentation, audio/visual needs. A table, cordless microphone, flip chart, screen will be available.)

Fifth Page(s):

- ✓ Handout Materials [If being used, handouts may be mailed with this application or sent to the address below by April 1, 2021 for duplication. CAPA will copy handouts up to 5 pages (front and back). After the deadline or if there are more than 5 pages, the handouts will be your responsibility to reproduce.]

RETURN TO:

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Conference location: Pueblo, CO
Conference Dates: June 8 - 11, 2021
Call for Papers Deadline: February 15, 2021

** This information is what is requested by the Credentialing Agencies for pre-approval of the sessions for continuing education. Continuing education is needed to keep our certifications current. Incomplete applications will delay the committee making a decision of acceptance.*