



## 2018 DOH-Miami-Dade Community Partner Fair and Conference

Friday, October 19, 2018

Miami Airport Convention Center  
711 NW 72<sup>nd</sup> Avenue  
Miami, FL 33126

8:00 AM – 5:00 PM

### Call for Presentations

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The Florida Department of Health (DOH) in Miami-Dade County Community Partner Fair and Conference is an opportunity for Public Health Practitioners to connect, collaborate, and learn about Public Health in Miami-Dade County. The event is a daylong conference featuring breakout sessions and an extensive community partner fair.

#### Presentation Requirements

- A presentation submission describing your topic of presentation will be required
- All presentation submissions should be no more than 500 words (excluding title and workshop description)
- All submissions must be received by email to [Trainings.MiamiDade@FLHealth.gov](mailto:Trainings.MiamiDade@FLHealth.gov) on August 17, 2018. Any submissions received after this date will not be considered for this conference; However, submissions will be kept for future trainings and conferences. Each presenter submitting will receive an acknowledgement of receipt within five days. Presenters who have submitted and have not received an acknowledgement within this time frame should contact the conference speaker liaisons via e-mail at [Trainings.MiamiDade@FLHealth.gov](mailto:Trainings.MiamiDade@FLHealth.gov)

#### Formatting Instructions

- Include the first and last name of each presenter. Presenters should be listed as lead presenter, followed by co-presenters.
- A presenter's organization should follow immediately after the presenter's name.

#### Presentation Tracks:

This format is most appropriate for description of programs or topics of discussion.

A presentation must cover one of these conference tracks:

1. Health & Wellness
2. Emerging Public Health Topics
3. Professional Development for Public Health Professionals
4. Community Specific Issues



### **Presentation Format:**

The presentation submission must include the following elements (500-word limit excluding presentation title and description for conference agenda and promotional materials):

- *Presentation Title*
- *Description for conference agenda (150 words):* Brief summary of the presentation, topics to be covered, and what attendees will learn.
- *Presentation Description*
- *Learning Objectives:* List 2-3 objectives outlining what attendees will learn

### **Presentation Style:**

Presentation submissions will be accepted individually. Speakers are required to organize a one-hour presentation. The presentation will be held in two back to back workshop sessions for a total of a two-hour timeframe. At the discretion of Presentation Reviewers, presenters may be combined with other presentations into sessions, with typically a maximum of three speakers per session. In this situation, each speaker will have 10 minutes for their presentation, immediately followed by 5 minutes for Q&A. Full sessions will take 60 minutes. You will be notified upon conference acceptance if your presentation has been combined with other presenters.

### **Additional Information**

- All submissions will be peer-reviewed and notification to authors is expected to occur by September 2018.
- To withdraw a submission, please send an e-mail to [Trainings.MiamiDade@FLHealth.gov](mailto:Trainings.MiamiDade@FLHealth.gov)

Thank you on behalf of the conference planning committee for your time, expertise and support.



### Presentation Application

#### Lead Presenter

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Credentials: \_\_\_\_\_ Position/ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### Co- Lead Presenter

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Credentials: \_\_\_\_\_ Position/ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Have you presented on this topic before?  Yes  No

Accepted Conference Speakers are required to present in two (2) back-to-back workshop sessions for a total of two (2) hours. Are you able to commit to presenting for 2 sessions?

(e.g.: Session 1: 10:00 AM-11:00 AM followed by Session 2: 11:00 AM -12:00 PM)

Yes  No

#### Presentation Track:

Health & Wellness

Emerging Public Health Issues

Professional Development

Community Specific Issues



### **Presentation Description**

The presentation submission must include the following elements (500-word limit excluding presentation title and description for conference agenda and promotional materials):

*Presentation Title:*

*Description for conference agenda (150 words):* Brief summary of the presentation, topics to be covered, and what attendees will learn.

*Presentation Description (500-word limit):*

*Learning Objectives:* List 2-3 objectives outlining what attendees will learn

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