

ATSA Symposium Submission Instructions
Submission deadline: February 27, 2010

IMPORTANT CONSIDERATION: Based on consistent feedback over the past years, conference participants have indicated that it is difficult to learn from symposium presentations that have more than four components (too little time directed toward one component). In addition, having more than two presenters per component is reported as being distracting. Therefore, we would strongly recommend that when the Chair is putting together the symposium submission, that he/she limit the components of the symposium to no more than four (4) and limit the number of presenters for each component to no more than two (2).

E-mail the following information (Part 1 & 2) directly to Kelly McGrath, Conference Administrator: kelly@atsa.com as a Word document. All symposium submissions will be confirmed by email from Kelly at the ATSA office within one week of submission. Please email Kelly if you have not received this emailed confirmation.

PART 1:

1. Main title of symposium (please keep the title to 100 characters or less)
2. Abstract describing entire symposium
3. Level of Presentation:
 - a. Preliminary
 - b. Intermediate
 - c. Advanced
4. Focus of Presentation:
 - a. Research
 - b. Clinical
 - c. Both
5. Application for Presentation:
 - a. Juvenile
 - b. Adult
 - c. Both
6. Contact information for symposium Chair
 - a. First, Last, and Degree
 - b. Agency affiliation
 - c. Agency Address, City, State (or Country), and Zip Code (or Postal/International Code)
 - d. Agency Phone and Fax
 - e. E-mail address

PART 2:

For each portion/presentation within the symposium, include the following:

1. Title of the specific portion/presentation included in the symposium (please keep the title to 100 characters or less)
2. Abstract describing specific portion/presentation included in the symposium
3. Lead presenter and **a maximum of two co-presenters** for each portion/presentation
 - a. First, Last, and Degree
 - b. Agency affiliation
 - c. Agency Address, City, State (or Country), and Zip Code (or Postal/International Code)
 - d. Agency Phone and Fax
 - e. E-mail address