GENERAL QUESTIONS

What is the Academy of Health Science Educators?

- The Academy of Health Science Educators (AHSE) is designed to advance state-of-the-art education at the University of Utah through teaching, research, mentorship and service. The Academy serves as a home for health science educators and a community that advocates for excellence in health science education. We have a variety of services and programs including, but not limited to: a monthly education workshop series, annual education symposium, mentorship program, small grants program, annual education awards call, and research support services.

What is the Education Symposium?

- The Education Symposium brings together the Health Sciences community to learn, connect, and engage with other educators. Faculty, professional and graduate students, trainees, and staff are all welcome to submit proposals and participate in this event. Our goal is to enhance the education mission of the institution by focusing on the education of students and trainees.

Is there a symposium theme for 2016?

- In order to encourage a wide-range of submissions, we do not have a theme this year.

How much is the registration fee?

- $50 for faculty (includes adjunct and visiting faculty)
- $10 for students, trainees, and staff
- $60 for external attendees
- 3 speakers from each accepted proposal will receive free attendance

Are meals provided at the Symposium?

- Yes, we offer a continental breakfast (coffee, tea, water), and boxed lunch (soda, water) for all participants.

Is continuing education credit available?

- Currently we offer Continuing Medical Education (CME) credit. Non-physicians can print a certificate of attendance if they register with the SOM Office of CME.
PROPOSAL SUBMISSION QUESTIONS

What kind of submissions are you looking for?

We are looking for submissions that focus on student and trainee education. We will accept proposals based on patient education if the focus is on the process and methodology of educational tools, but not if the focus is on the content area.

- **Small group discussions** - Interactive presentations and discussions of timely and important curricular, teaching, administrative, or faculty development topics; audience participation is an integral component.
- **Workshops** - Task-oriented, interactive sessions allowing attendees to practice the concepts and skills presented; audience participation is an integral component.
- **Knowledge Fair Session** - Education research or projects (in progress or completed); a 90 second presentation is required.

What is the Knowledge Fair Session?

- This session is an alternative to the traditional poster session. It will begin with 90 second “rapid-fire” presentations of education research and projects (in progress or completed). After the presentations, each presenter will have a station around the room to answer questions and further discuss their work in a knowledge fair environment.
- Proposals must include the project or research title, need, purpose, method(s), and results (or anticipated results).

Are there examples of small group discussions or workshops submitted in the past?

- We do not have proposal examples accepted in the past, but we do have 3 helpful resources available on our [website](mailto:website) to guide your proposal: 1) Proposal review sheet 2) Workshop agenda examples 3) Learning objectives handout

Will proposals focused on patient care be accepted?

- The focus of the symposium is student and trainee education. We will accept proposals based on patient education if the focus is on the process and methodology of educational tools, but not if the focus is on the content area.
SPEAKER QUESTIONS

Do speakers have to pay the registration fee?

- 3 speakers per accepted proposal will have their speaker registration waived. All other speakers must pay the registration fee.

Is there a speaker limit?

- There is no limit on how many speakers can be on a proposal. However, only 3 speakers will have the registration fee waived.

Can I submit multiple proposals?

- There is no limit on the number of proposals you can submit. However, you must be prepared to present multiple times if all of your submissions are accepted.