

Guidance for Presenters during CTSA Program Webinars Rev (8/2019)

Presentations during the CTSA Program webinars are required to be in service of advancing the goals of the CTSA Program to:

- Train and cultivate the translational science workforce
- Engage patients and communities in every phase of the translational process
- Promote the integration of special and underserved populations in translational research across the human lifespan
- Innovate processes to increase the quality and efficiency of translational research, particularly of multisite trials
- Advance the use of cutting-edge informatics

Presentations must be developed with the following expected outcomes taken into consideration:

- New collaborations
- Process improvement
- Dissemination of a best or unique practice
- Implementation of a process or best practice
- Brainstorm about solutions for challenges
- Knowledge dissemination relevant to the CTSA Program goals
- Summary of content and outcomes of meetings relevant to the CTSA Program goals

First slide must include:

- Goal of the Presentation (as it aligns to the expectations for presentations)
- Expected outcomes from this presentation

Last slide must include

- contact information and one or more of the following:
 - How to get involved
 - Next steps
 - Action items

Logistics:

The Program Webinar is administered by Center for Leading Innovation and Collaboration (CLIC) staff:

- PowerPoint slides need to be sent to the CLIC Coordinator at (ctsa_program_webinar@clic-ctsa.org) by 12:00 PM ET on the Friday before the date of the Webinar.
- Presenters will be sent a unique panelist link to log into the Zoom meeting that will enable voice capability on the webinar. You will receive the link within 30 days prior to your presentation. A reminder with your unique link will be sent 1-2 days prior to your presentation.
- The CLIC Coordinator will advance slides during the presentation based upon the presenter prompt/signal.
- Questions and comments can be submitted by the audience via the Zoom platform Chat function only.