FOTA20 Call For Papers Guidelines

Submission Deadline: August 1, 2020

Join us at #FOTA20

The FOTA20 **FOTA Conference**
Saturday & Sunday
11.14-15 . 20
Orlando, Florida

Our goal is to offer a variety of topics with an emphasis on techniques and evidence that practitioners and educators can use when they return to work.

PLEASE NOTE- BY SUBMITTING AND UPON ACCESPTANCE OF YOUR PROPOSAL, YOU AGREE TO HAVE YOUR COURSE RECORDED FOR POSSIBLE USE IN THE FUTURE BY FOTA

The FOTA conference is scheduled for Saturday November 14 and Sunday November 15, 2020 in a virtual format.

Session Format

There are 2 session types available for the 2020 FOTA Annual Conference & Expo Call for Papers.

1. **Short Courses**: 50- minute sessions presented by experienced practitioners on topics with direct relevance to practice.
2. **Poster Research Proposal:** Supports the AOTA Vision 2025 and represents a culmination of scholarly activity. Posters will be on display during a designated time period*. Note: Entry level OT/OTA students must present and submit as a student, and post-professional doctoral students must submit as professional posters.*

Proposal Review: Proposals are reviewed online by your colleagues in a blind peer review that will take place in August. A minimum of 3 blind reviews are given to each submission. Only reviewers who have demonstrated competency in research will review research-related proposals.

Applicants will be informed by email after the review process to whether the proposal was accepted. The scheduled day and time of your workshop will be sent to you after that. Submit proposals online only at http://www.flota.org/.

Submission Instructions Proposals may be submitted through 11:59 pm EST, August 1, 2020. Proposals will only be accepted through the online process. *Speakers may receive CE credit for their presentation if they have not previously received CE credit for the same presentation within the current licensure biennium.

For All Presenters, the following items are required:

- Proposal Title: Do not use all caps. Please do not use abbreviations in the title. You are limited to 150
- characters for the proposal title (including spaces)
- Presenter Info: name, credentials, e-mail and phone contact
- Presenter Bio: Introductory biographical information (max 70 words)
- Presenter educational background
- Presenter professional experience
- List of presenter publications (up to 4). It may be helpful to have resume(s) or CV available so you can easily enter or copy and paste this information into the form. We cannot accept an attached resume or CV.

Level of Material

- **Introductory level** is geared to practitioners with little or no knowledge of the subject matter. Focus is on providing general introductory information.

- **Intermediate level** is geared to practitioners with a general working knowledge of current practice trends and literature related to the subject matter. Focus is on increasing knowledge and competent application of the subject matter.
- **Advanced level** is geared to practitioners with a comprehensive understanding of the subject matter based on current theories and standards of practice as well as current literature and research. Focus is on recent advances and trends, and/or research applications. It is expected that a high-level of participation by attendees is encouraged during this session.

Learning Objectives
Please identify up to 3 learning objectives that describe what the participant learns in the session. Do not add more than 3 objectives (one sentence each), as they will not be included in the program/website.

Abstract Synopsis: Character Maximum Limit: 400 (including spaces)
Summarize the major points of your abstract and describe how this topic will advance either the practice/professional development of the participant or the field of occupational therapy. If your proposal is accepted, this information will be published on the FOTA website & program and MUST be submitted ready for publication.

References: APA citation list of resources used for your presentation.

Professional Posters:
- Instructions on how to create a power point of your poster will be sent upon submission.
- The posters will be viewed and presented during our virtual conference.
- The poster should be self-explanatory, but don't display large amounts of methodological details, or lists of references. Observers can ask you about these things directly.
- Prepare a verbal presentation of five to ten minutes to present your poster. In the spirit of poster presentations, no additional audiovisual or other technology support may be used.

ALL conference presenters:
All presenters must register for conference online at http://www.flota.org/.

Handouts: Session handouts are an important part of attendees' overall Conference experience and serves as a resource upon course completion. As soon as your proposal is accepted, please make every effort to upload handouts for attendees by the suggested deadline of **October 1, 2020** to allow attendees time to review them as they build their conference schedule. NOTE: Handout does not need to be a copy of the session slides or actual poster. Early posting of handouts can generate interest for your session.

Presenter Contact:
In the case of multiple presenters, the first presenter listed is the primary presenter and will be the FOTA contact person. The primary presenter will receive the result of the proposal review and other communications from the Conference Education Committee. The primary presenter is responsible for sharing all FOTA conference communications with contributing presenters.

If you have any questions, contact Debra Misrahi at VP@Flota.org