

Impact Nation Conference 2025 Speaker Guidelines



Although you are an experienced public speaker, please take a few minutes to review the following material. It will help to understand the needs of the Impact Nation conference audience.

Attendees at Impact Nation Conference are experienced clinical and non-clinical professionals, learning and development professionals, healthcare administrators, compliance officers, and more.

Individual session audiences may range from 300 - 2500, depending upon registration for each session. As time grows closer to the actual conference, feel free to contact us for more accurate audience numbers.

PowerPoint Tips

When creating your PowerPoint, it is required to include:

- ✓ The presentation title matching the title from the submission
- ✓ Name(s) and credential(s) of speaker(s)
- ✓ Disclosure Slide (exact statement will be provided)
- ✓ Learner Outcome/Objective Slide
- ✓ Reference Slide outlining all sources that were used to create presentation
- ✓ Speaker Contact Information

PowerPoint Formatting/Specifications

Please refer to the PowerPoint template you will receive and follow the below directions and guidelines. Failure to follow the below guidelines will result in the presentation being denied.

PowerPoint is required to be in supplied template

- ✓ Please name your file the same as your presentation title.
- ✓ Use the slide styles that fit your presentation and delete the ones you do not use.
- ✓ Learning Objectives are written in measurable terms
- ✓ Do not change any fonts or use non-brand colors in your presentation to ensure brand consistency.
- ✓ Do not copy and paste an entire slide in the deck to avoid corrupting the template. If transferring content from an older deck with a different template, create a new slide on this template and then copy and paste just the content you need to the new slide.
- ✓ Please name your file the same as your presentation title.

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Learning Objectives

Learning objectives are required to be written in measurable terminology. It is prohibited to use verbs that do not align with Bloom's Taxonomy. Refrain from using verbs such as "Understand, Know, Tell, Expose, etc."

Appropriate verbs to consider are: Discuss, Describe, Demonstrate, Select, Analyze, Recall, etc.

Guidance on learning objective verb selection can be found at: <https://bloomstaxonomy.net/>

Examples of **Appropriate Learning Objectives**:

- ✓ Provide tips and suggestions to assist with personal / agency-wide accountability in a measurable way.
- ✓ Discover communication and facilitation techniques used to encourage cross-system collaboration and alignment among stakeholders.
- ✓ Recognize and describe the hierarchy feature on the Relias Platform.
- ✓ Discover best practices for training healthcare staff on compliance procedures and regulatory updates.

Images

Many times, images are copyrighted if the presenter did not take or create the image themselves. It is required to include where the image was derived from within the presentation. Images that are copyrighted, patented or those used without formal permission will result in the presentation being denied.

- ✓ If all images from one source (e.g., author or presenter) note on disclosure slide.
- ✓ If sources have multiple images:
 - i. Sources from external sources (e.g., Getty or Shutterstock) note on notes section of individual slides.
 - ii. Sources used with permission of another individual or author, note in text box in body of slide.
 - iii. Images may NOT simply be referenced/cited with permission from original author/source obtained and submitted with presentation.
- ✓ Should reflect all products/brands in the market and not specific to one product/brand

Do NOT include

- ✓ Industry trademarks, logos, or other information to promote bias to a specific company or product

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- ✓ Promotion of a specific organization or product manufactured from an “Ineligible Company” is prohibited. <https://www.accme.org/faq/what-accmes-definition-ineligible-company>