



Conference 2019 Faculty Deadlines

October 17, 2018

- Conference Speaker Contract must be completed online via the link provided in the acceptance email invitation

February 2019

- Presentation Management site <http://AAPA2019.sessionupload.com> opens for posting of PowerPoints and Handouts

March 15, 2019

- Self-assessment PowerPoint presentation including questions and rationale due to AAPA for review and final approval via email (conferencecme@aapa.org)

March 27, 2019

- All faculty must be registered for conference (<http://www.aapaconference.org/register/>)

April 8, 2019

- Upload PowerPoint presentations (<http://AAPA2019.sessionupload.com>) named: PPT-session title

April 9, 2019

- Submit three (3) content-based questions based on the learning objectives to be used for your session evaluation: <https://www.formsite.com/aapa/CMEQuestions/index.html>. These must be the same as the pre-test/post-test questions in your PowerPoint

April 10, 2019

- Upload Handouts (<http://AAPA2019.sessionupload.com>) named: Handout-session title

April 11, 2019

- Complete Copyright Release Attestation (<https://www.formsite.com/aapa/copyrightrelease/index.html>)

April 19, 2019

- Deadline to make hotel reservations through AAPA's housing site. Speakers eligible for housing remuneration **MUST** be booked in one of AAPA's official conference hotels via AAPA's housing agent