

Email Subject: NAMES OF EVENT | Presentation Requirements

Attachments: DEMO Slide Deck and USask Copyright Policy

Hello Dr. **LAST NAME,**

The **EVENT** is coming up and we are looking forward to your presentation!

The participant for the **EVENT** is made up of healthcare professionals, including list event participant profession (**e.g. Physicians, Pharmacists, Registered Nurses, Dentists, etc.**) who are actively engaged in patient care.

For accreditation purposes, we require certain requirements in your presentation. For your consideration, we have attached a templated speaker slide deck. Please feel free to use this slide deck or copy these slides into your own presentation.

Please use these slides in the order they are listed below, as per the attached presentation:

- Slide 1 – title page
- Slide 2 – visually/verbally disclose all your financial relations – just like your COI form.
- Slide 3 – if you have any risks of potential conflict in your presentation, please explain how this bias has been mitigated. If you have no bias to mitigate, this slide can be removed.
- Slide 4 – **must** be your learning objective(s), that immediately follow the disclosures.

All images/charts/quotes/etc. used in the presentation that are not yours, **MUST** be cited/referenced to avoid copyright infringement. Citations need to be visible to learners. If you need help regarding images, please let us know.

Please submit your presentation for review no later than **DEADLINE.**

As per the MOU sent previously, CME distributes a PDF version of the slide presentations through our conference app. If you have any concerns about this, please contact us.

If you have any questions, please feel free to contact us.

Warmly,