

The American Thoracic Society

2016 International Conference San Francisco

Information Required to Complete a Proposal

Below is the required information for completing a proposal for the ATS 2016 International Conference. Some items link to documents that provide detailed information.

1. [Session Formats](#)
2. Session title
3. [Sponsoring Assemblies](#)
 - Primary
4. Co-Sponsoring Assembly or Committee
5. Basic Science Core Track
 - Indicate if the proposal covers the basic science core topic
 - For Scientific Symposium only
6. Hands-On Demonstration Topics
 - Indicate if the proposal covers one of the hands-on demonstration topics
 - For Postgraduate Course (Hands-On Demonstration)
7. Session Focus: Basic, Behavioral, Clinical, Translational
 - Not needed for Sunrise Seminars and Meet the Professor Seminars
8. [Session Categories](#)
9. Target Audience
10. Answer the Question: Should attendees have specific expertise to benefit from this session?
11. Answer the Question: Is this session of interest to fellows or junior professionals?
12. Session Summary (100 words or fewer)
13. Special Set-Ups (Postgraduate Courses only)
14. Proposed Session Chairs
 - Full Name
 - Degrees
 - Institution
 - City, state, country
 - Telephone number
 - Email address

The American Thoracic Society

2016 International Conference San Francisco

Information Required to Complete a Proposal

15. Proposed Talks and Speakers

- Full Name
- Degrees
- Institution
- City, state, country
- Telephone number
- Email address
- Talk Title
- Talk description (25 words or fewer)
- Duration of talk in minutes

16. Preliminary Disclosure information for the Proposer

17. Preliminary Disclosure information for the Proposed Faculty

18. [Statement of Clinical/Scientific Importance](#) (250 words or fewer)

- Educational need for the session
- Identify the learning gap and how the session will fill that gap

19. Resources to show evidence of need (2-3 citations)

20. Sources used to assess the need (minimum of 2 required)

21. Learning Objectives (up to 3)

- Indicate change affected by each objective