



Thank you for helping to advance orthopaedic nursing education by conducting a NAON Educational Webinar. We have compiled a list of guidelines and considerations to help you as you prepare for your presentation. For questions as you prepare, email naon@orthonurse.org.

Presentation:

- Total time should be between 45 – 60 minutes
- Presentation should be built on NAON's Webinar PowerPoint template
 - [Download template here](#)
- List your Learning Objectives in the first few slides (must be learner oriented)
- Slide #1 should be the title of your webinar
- Slide #2 should contain the Financial Disclosures statement.
 - **For NO Financial Conflicts:** *I hereby certify that, to the best of my knowledge, I have no financial relationships with ineligible companies and no aspect of my current personal or professional situation might reasonably be expected to affect significantly my views on the subject on which I am presenting.*
 - **If you DO have Financial Conflicts:** *I hereby certify that, to the best of my knowledge, I have a financial relationship with [X company]. No aspect of my current personal or professional situation might reasonably be expected to affect significantly my views on the subject on which I am presenting.*
- Presentation should be well organized and thorough in explanation
- Speak clearly, at an appropriate volume to ensure members can hear the presentation
- Font size on slides should be at least 18-point font to ensure proper viewing
- Bullet points should start with the same word type and verb tense
 - Use Bullet points as a guide rather than reading full slides
- Reference images
- Enhance your presentation with the use of graphics (approved for use per copyright restrictions)
- Consider including Learner Checks throughout the presentation to engage the audience
 - Submit learner check questions in a separate document to NAON for pre-recorded webinars
- Please provide a word document of at least 3-5 post-test questions and answers based on the learning objectives and content included in your presentation.
- Provide NAON any additional questions you'd like to have included on the evaluation

References:

- References should be recent (within the past 5 years)
- List in APA format
- List references at the conclusion of the webinar in the last few slides - either in the order they came in the presentation or in alphabetical order.
- Reference images with the link from which it was found on the slide