

PROPOSED SHORT 5-MINUTE PRESENTATION:

**COORDINATORS SYMPOSIUM
2015 AADPRT ANNUAL MEETING**

Title of Five-Minute Presentation:

Free Useful Online Tool to Create & Manage Surveys

Educational Objective(s):

Coordinators will learn about a free survey tool available for use online through “Google Form”

Please provide a brief description of your presentation:

To introduce a free online tool that Coordinators can use to create surveys through “Google Form”

Please provide an example of how you have utilized your presentation’s central idea within your program.

Coordinators manage multiple tasks that may require correspondence from many people. To help reduce email clutter and better manage replies, I often use a free web-based tool which provides the options to create customized forms, sharable spreadsheets, as well generate summarizing response reports.

Will you have a PowerPoint slide, or a Word or Excel document you would use to help visualize your presentation?

PowerPoint slide or if available, and time permits, an online connection for live demonstration

This short presentation is geared toward (please check/specify):

- X New Coordinators
- X Senior Coordinators
- X General Psychiatry Coordinators
- X Fellowship Coordinator

Names/Title/Contract Information for primary presenter and co-presenters:

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DO NOT submit to the general AADPRT website. Please email your submission(s) to the 2015 Coordinators’ Symposium AADPRT mailbox at AADPRT@cha.harvard.edu with “Orlando SHORT Presentation Submission” in the subject line by Monday, October 20, 2014.