

## 2015 AADPRT ANNUAL MEETING - COORDINATORS SYMPOSIUM

### **“Coordinators helping Coordinators – How can the AADPRT website make your job easier?”**

#### Educational Objectives:

1. Participants will learn who the members of the Information Committee are and what their role is..
2. Participants will have an opportunity to view the Coordinators section of the AADPRT website and find items to help them.
3. Participants will have an opportunity to give feedback about ways in which the coordinators section of the website could be improved.
4. Participants will be given an opportunity to see what the committee is doing so they too may decide to join one day for their own personal development.

Abstract: Coordinators have the challenging task of juggling multiples items at one time. With less time to be creative in our work, we need to have resources readily available to help each other so we are not reinventing the wheel for every form/process. To help with this process we will start with introducing the committee members so coordinators know who to contact with forms and ideas to improve the site. While we have time away from our busy offices, we will review the coordinators section of the website to see the resources available to them and brainstorm to make it a more useful tool.

#### Agenda:

Introduce the Information Committee members - Michele Peliel (5 minutes)

Describe the committee's role and what has been updated in the last year - Michele Peliel (10 minutes)

Review the AADPRT website - Michele Peliel and other committee members (15 minutes)

Questions and brainstorming session about ways to improve the website - Michele Peliel and other committee members (15 minutes)

This workshop is geared towards all Coordinators. Our hope is to get feedback from the seasoned coordinator who knows what to look for and to the new coordinator who have fresh eyes to continually help improve the website.

Has the workshop been presented at a previous AADPRT Meetings? Yes.

If so, when? 2014 AADPRT meeting – the name has been changed to better reflect the content this year.

#### Primary Presenter:

Michele Peliel

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Other committee members possibly assisting (exact roles to be determined closer to the conference when we know who will be attending):

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