



Education Session Proposal Submission Instructions

The 2025 AATB Annual Meeting, taking place October 12-15, 2025, in Atlanta, GA, is the premier event for professionals advancing the field of tissue donation and transplantation. This pivotal gathering highlights the power of collaboration, innovation, and progress, showcasing how our collective strength and shared vision can drive meaningful change. With the theme “Driving Progress: Uniting for the Future,” the meeting underscores how working together fuels transformative advancements, sparks innovation, and overcomes challenges. Be a part of shaping this event—submit your idea for a session today!

Educational Session Proposals

AATB is committed to delivering a conference that meets the professional development needs of our diverse members. If you have a session idea, please review the guidelines and submit your proposal by **May 9, 2025**. The Annual Meeting will feature education tracks aligned with the eight AATB Councils, and each track will consist of a minimum of three 60–75-minute presentations.

Proposal Requirements

Session proposals must be submitted by **May 9, 2025**, to be considered for inclusion in the 2025 AATB Annual Meeting program. All presentations will be in-person; virtual participation is not available.

Session Proposals must include the following:

- Session Title
- Session Description
- Learning Objectives
- Target Audience
- Session Format
- Speaker Name(s) and Contact Information

By submitting a proposal, you confirm that you and/or your designated speakers are willing and able to present at the meeting and will submit all required materials by the specified deadlines.

Speakers are responsible for their travel expenses and must register for the conference in advance, as AATB staff does not manage speaker registration. To show appreciation, all speakers will receive a discount code for reduced registration fees. Non-industry speakers attending solely to present will be provided with a complimentary single-day registration, along with a registration code. However, industry speakers—whether members or non-members—are not eligible for complimentary registration. AATB encourages all industry speakers to attend the full conference, emphasizing that their participation greatly enriches the association and advances the field.

How to Submit

Please submit your session proposal through the [AATB Submission Site](#).

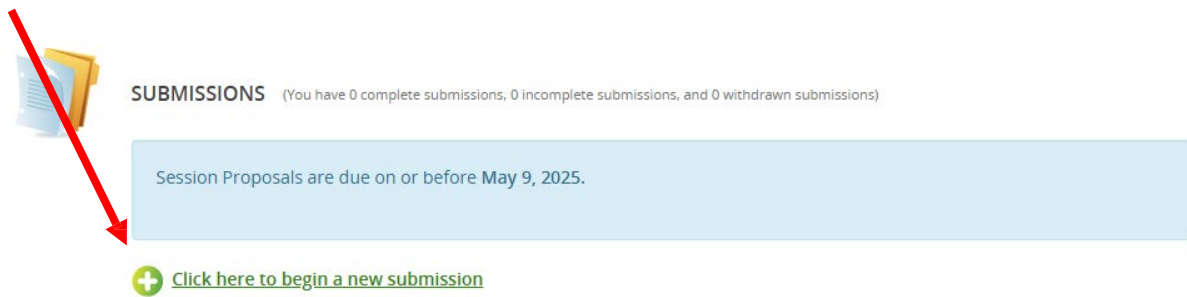
Click **“Submit a Proposal”** under **“New Users”** to create an account and submit your proposal. After creating your account, you will be prompted to begin a new submission. You can return at any time to continue your submission by logging in under **“Already a User.”**

Log in to the submission site.

New Users Click 'Submit a Proposal' to begin your first submission. Submit a Proposal	Already a User? Email Address * <input type="text" value="davis@aatb.org"/> Access Key * <input type="password" value="....."/> Show Lost your access key? Login
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Questions? Organizer: Haydee Barno - barnoh@aatb.org / (703) 229-1033

Under **“Submissions,”** click to begin a new submission.



SUBMISSIONS (You have 0 complete submissions, 0 incomplete submissions, and 0 withdrawn submissions)

Session Proposals are due on or before May 9, 2025.

[+ Click here to begin a new submission](#)

Enter the title of your proposed session in the **“Proposal Title”** field, under **“Session Type”** select **“Breakout Session (60 min.)”** or **“Breakout Session (75 min.)”**, and click **“Submit.”**

Home / New Submission

START A NEW PROPOSAL **Submit**

Proposal Title *
A Proposal submission must have a presentation title stating your topic clearly. Presentation titles should aim to grab people's attention.

0 characters (200 max)
0 words (75 max)

Session Type *
AATB's Annual Meeting offers opportunities for 60 or 75-minute presentations.
-- Select Session Type --

Session Type Descriptions

Breakout Session (60 min.)
Session must have a minimum of 2 speakers and a maximum of 3 to allow ample time for Q&A. Speakers may not be from the same organization to ensure diverse perspectives.

Breakout Session (75 min.)
Session must have a minimum of 2 speakers and a maximum of 4 to allow ample time for Q&A. Speakers may not be from the same organization to ensure diverse perspectives.

Submit

In the "TASK LIST," click on "Session Proposal." Then, complete the required fields: "Educational Track," "Target Audience," "Session Format," and "Session Description."

Submission Title: Test Submission

Proposal Title *
A Proposal submission must have a presentation title stating your topic clearly. Presentation titles should aim to grab people's attention.

Test Submission 15 characters (Max 200 characters)
2 words (Max 75 words)

Educational Track *
Educational sessions will be formed based on specific topic areas aligning with AATB Councils' areas of operation. Each track will include a minimum of three 60-75 minute presentations. Please select an Educational Track for your Proposal.

-- Select an Educational Track --

Target Audience *
AATB's conference is a large meeting and attendees expect choices; they will choose sessions that are the most practical and applicable to their practice and/or their specific professional development needs. When selecting your target audience, think about the level of your content.

- Entry-level: Learners need to know basic information including background, facts, and rationale.
- Intermediate: Learners have a good understanding of the field and area of expertise but there is still room for growth.
- Advance: Usually, professionals at this level know about the content that will be presented and are looking for new information/recent trends that they may not know.

-- Select One --

Session Format *
The AATB Annual Meeting provides an opportunity for Live face-to-face formats giving speakers an opportunity to choose from a wide variety of formats to meet the learning objectives and goal(s) of the session.

- Interactive Sessions: These sessions combine presentations with methods that engage all participants. Methods include, but are not limited to, audience polling, case studies, point-counterpoint debate, moderated panel discussions, round-table panel discussions and small group.
- Didactic Sessions with Q&A. Include power point presentations with allotted time for Q&A at the end. These sessions have less audience participation than the interactive sessions (plan for limited Q&A time).

Next, click on "Learning Objectives." Enter the learning objectives that match the goals of your session.

Submission Title: Test Submission

1 Answer the following questions for Learning Objective 1

Learning Objective 1 *
Add a Learning Objective as if completing this sentence: "Following completion of this session, the learner will be able to..." Apply, Articulate, Explain etc. Write the Learning Objectives in order of priority as you would wish them to appear in the final Program.

0 words (Max 100 words)

2 Answer the following questions for Learning Objective 2

Learning Objective 2 *
Add a Learning Objective as if completing this sentence: "Following completion of this session, the learner will be able to..." Apply, Articulate, Explain etc. Write the Learning Objectives in order of priority as you would wish them to appear in the final Program.

0 words (Max 100 words)

3 Answer the following questions for Learning Objective 3

Learning Objective 3
Add a Learning Objective as if completing this sentence: "Following completion of this session, the learner will be able to..." Apply, Articulate, Explain etc. Write the Learning Objectives in order of priority as you would wish them to appear in the final Program.

0 words (Max 100 words)

Next, click on "Session Speaker(s)." Enter the information for you and/or the speakers participating in the session.

Add New Speaker

First Name * Last Name * Email *

Speaker List


You must add at least 1 speaker and no more than 4.

1 Haydee Barno
Dir edu, American Association of Tissue Banks
Profile incomplete

Role: Speaker

Next, click on "**Acknowledgment**," and acknowledge your intent to present by confirming your participation.

Home / Submission / Tasks / Edit Acknowledgement Task for 'Test Submission'



EDIT ACKNOWLEDGEMENT TASK FOR 'TEST SUBMISSION' Submit Agreement

Please read and sign the statement below.

By submitting a session proposal for consideration, you confirm that you and/or your designated speaker(s) are willing and able to present the proposed topic at the 2025 AATB Annual Meeting, scheduled for October 12-15, 2025, at the Hyatt Regency Atlanta in Atlanta, GA. You also agree to provide all required presentation materials by the specified deadlines. Additionally, you acknowledge that you and/or your designated speaker(s) are responsible for all travel and lodging expenses. As a token of appreciation, speakers will receive a discounted registration rate for the 2025 AATB Annual Meeting.

I have read and agree to the above terms and conditions.

Please indicate your agreement by typing in your full name above

Submit Agreement

Finally, click "**Submit Agreement.**" On the next page, "**Save Submission,**" and then finally, on the "**SUBMISSION SUMMARY**" page, click "**Submit.**"

Review Process

The Annual Meeting Planning Group will review all proposals. Submitter information will be kept confidential during the review. Proposals may be reassigned to different tracks based on content relevance. **Submitters will be notified of the review outcome on or before June 2, 2025.**

Accepted Proposals

Submissions will be grouped into three categories: **accepted**, **alternate**, and **declined**.

- **Accepted submissions** will be included in the 2025 AATB Annual Meeting program.
- **Alternate submissions** may be selected to replace canceled sessions.
- **Declined submissions** will not be included in the program.

Confirmation

Submitters of accepted sessions must confirm participation, including any additional speakers, **by June 9, 2025**. Sessions not confirmed by this date may be replaced by alternate submissions.

Presentation Information

After confirming participation, speakers will receive login credentials for AATB's Speaker Management System to submit final presentation materials.

For questions, contact Haydee Barno, AATB Director of Education, at barnoh@aatb.org.