



Training Tools Exhibit—Outstanding Means of Communication Citation, October 2004

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Training Tools Exhibit

The Training and Education Committee encourages you to participate in the Training Tools Exhibit display at the ABSA Conference (October 17-20, 2004) by sharing your original biosafety materials, such as newsletters, booklets, manuals, training handouts, videos, and books authored by biosafety professionals. Web, CD-ROM, and other electronic training materials are also welcome. We plan to have at least one computer station with Internet access to display your interactive training material. Either plan on bringing a CD-ROM or establish a URL that can be accessed from the connection at the booth. The material will be on display at the conference for attendees to review during the first 2 days of the conference (October 18-19). **Previously submitted biosafety materials are welcome.** Submitted material will be kept for 3 years for continuous display, or you can pick them up at the end of the conference if you wish.

Outstanding Means of Communication Citation

The Outstanding Means of Communication Citation was developed by the Training and Education Committee in conjunction with the ABSA

Awards Committee to formally acknowledge high-impact and original (noncommercial) training materials. Submitted items are judged for their effectiveness and creativity. All ABSA members are eligible for the Citation, which is presented at the ABSA Conference.

How to Participate

To participate in the 2004 ABSA Training Tools Exhibit and be considered for the Outstanding Means of Communication Citation, send your biosafety training materials, along with a submission form, to:

American Biological Safety Association (ABSA)
Attn: Mary Buckley—Training Tools Exhibit
1202 Allanson Road
Mundelein, IL 60060-3808

The submission form will be available on the ABSA web site (www.absa.org) and will be distributed with your 2004 ABSA Conference Program Packet. Deadline for submission is **September 17, 2004.**

The Training and Education Committee is excited to once again have the opportunity to formally recognize the exceptional training resources developed by our members. We look forward to your participation in the 2004 Training Tools Exhibit!

**ABSA 2004 Training Tools Exhibit
Outstanding Means of Communication Citation
Submission Form**

Please check either **YES** or **NO**:

- YES**, I wish to have my original biosafety training material(s) considered for the 2004 Outstanding Means of Communication Citation (deadline is September 17, 2004).
- NO**, I do not want this material considered for the Outstanding Means of Communication Citation. However, please include my biosafety training material(s) as part of the ABSA 2004 Training Tools Exhibit.

Eligibility: To be eligible for the citation, you must be an ABSA member. A member does not have to attend the conference to exhibit material and be eligible for the citation. Only non-commercial material will be considered (i.e., material that is not available for sale). Receipt of this citation does not imply that the American Biological Safety Association endorses the selected training or educational material.

Name: _____

Organization: _____

Phone: _____ Fax: _____

E-mail Address: _____

Mailing Address: _____

- Type of Biosafety Training Resource:**
- | | | |
|--|---|-------------------------------------|
| <input type="checkbox"/> Booklet | <input type="checkbox"/> Manual | <input type="checkbox"/> Newsletter |
| <input type="checkbox"/> Poster | <input type="checkbox"/> Training Handout | <input type="checkbox"/> Video |
| <input type="checkbox"/> Book | <input type="checkbox"/> CD-ROM | |
| <input type="checkbox"/> Web-based Program | | |
- (you will need to establish an URL that can be accessed from the connection at the exhibit booth)
- Other (please describe): _____

Please provide a response to the following questions (use a separate sheet if necessary):

1. Please provide a brief description of the item and how this biosafety training material is used within your organization.
2. What is the target audience for this biosafety training material?
3. How did you communicate and advertise this biosafety training material at your institution?
4. Did you evaluate this biosafety training material? **YES** **NO**
 - a. If "**Yes**" to #4, how was the evaluation conducted?
 - b. What were your (measurable) results?
5. What impact has this biosafety training material had on your organization?

Send this completed form and a copy of your biosafety training material to:

ABSA 2004 Training Exhibit
c/o Mary Buckley
1202 Allanson Road
Mundelein, IL 60060-3808