

NRHASC EDUCATIONAL SERIES

Rural Health Executive Educational Presentations

This guide helps you craft clear, impactful presentations for rural healthcare executives. It covers best practices for structuring content, engaging your audience, and delivering messages that resonate and drive action.

**STEP-BY-STEP
GUIDE**

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Questions? Contact submit@nrhasc.com

Your Presentation Journey at a Glance

From submission to follow-up, here is the full path. Details for every stage appear later in this guide.

Stage	What Happens	Timing
1. Submit	Complete the Educational Series Presentation Request Form with title, description, slides (90% complete), bios, polling questions, and discussion questions.	Day 0
2. Initial Review	NRHASC staff review your materials against the TRUSTED principles and provide written feedback.	By the end of the 10th business day
3. Revise	Submit your revised materials through the Revision Link, incorporating all requested edits.	Within 5 business days of feedback
4. Re-Review & Approval	NRHASC confirms alignment and sends your approval email with a scheduling link.	Within 5 business days of revision
5. Schedule	Choose a session date. Sessions run Tuesday–Thursday at 1:00 PM Central Time.	At least 4 weeks after approval
6. Promote	NRHASC promotes through its newsletters and social media; you promote using your unique link.	The 4 weeks before your session
7. Tech Check & Present	Log in 30 minutes early for the mandatory tech check, then deliver your session.	Presentation day
8. Follow Up	Receive the attendee list, engagement report, and recording; begin personalized outreach.	Materials within 2 business days

Example timeline: Submit February 1 → feedback by February 12 → revisions submitted February 15 → approved February 20 → scheduling link sent February 20 → earliest session date March 20.

Introduction

NRHASC's high standards for educational presentations address the unique challenges of rural healthcare, empowering executives with actionable insights and proven solutions. This guide provides comprehensive instructions, clear examples, and actionable tips to help you deliver meaningful, impactful presentations that resonate with rural healthcare executives.

What You'll Gain from This Guide

- Learn how to structure, refine, and deliver your presentation with confidence.
- Align your content with the TRUSTED principles to maximize its impact and effectiveness.
- Position yourself as a credible expert, trusted by rural healthcare leaders for delivering actionable, results-driven presentations.

Why Your Presentation Matters

The Rural Health Executive Educational Series is a TRUSTED platform that connects rural healthcare executives with:

- **Experts in rural healthcare:** Presenters with verified expertise and a proven track record of addressing rural challenges.
- **Rural-specific solutions:** Strategies that improve outcomes and strengthen the financial sustainability of rural facilities.
- **Actionable insights:** Practical solutions that lead to measurable improvements in healthcare organizations (HCOs).
- **Proven care delivery methods:** Solutions that enhance patient outcomes and effectively serve rural communities.

Rural healthcare leaders rely on these presentations to drive meaningful change in their organizations. By delivering results-driven content, you:

- **Empower them:** Provide practical solutions they can implement immediately.
- **Build trust:** Establish yourself as a credible and valued partner who understands rural healthcare needs.

Your Role as a Presenter

With over 2,000 hospitals and 8,000 executives relying on our content, your presentation acts as a critical resource for rural facilities navigating challenges. These sessions are not just presentations — they are lifelines that address rural healthcare's most pressing needs.

The Purpose Behind Our High Standards

NRHASC maintains strict presentation standards to protect the trust and credibility it has built with rural healthcare executives. This trust is the cornerstone of our value, and it is safeguarded at all costs.

Trust and Credibility Are Essential

Rural healthcare executives value:

- **Peer-led and proven results:** They trust presentations backed by authentic examples and measurable success stories.
- **Unbiased, educational content:** Executives rely on us for expert insights from professionals who truly understand rural healthcare.

Trust Is Hard-Earned

A single misstep — such as presenting overly promotional content — can damage credibility and alienate your audience. To build and maintain trust:

- **Be relatable:** Include a rural healthcare leader as a co-presenter to enhance trust and showcase the practical impact of your solution.
- **Focus on actionable outcomes:** Deliver measurable results; avoid vague claims or generic information.

The TRUSTED Principles

The TRUSTED principles are the foundation for creating tailored, results-driven messaging that resonates with rural healthcare leaders. By applying these principles, you ensure your presentation aligns with NRHASC's high standards and delivers measurable value.

T	Target Your Messaging	Focus on how your solution addresses rural-specific challenges such as workforce shortages, patient outmigration, or financial instability. Avoid generic content by tailoring your message to the unique needs and realities of rural healthcare facilities.
R	Respect Their Time and Knowledge	Be concise and direct, eliminating fluff and avoiding repetition of what the audience already knows. Lead with the most important points and emphasize actionable insights that save time.
U	Understand Their World	Show fluency with rural healthcare organizations and acronyms, including Critical Access Hospitals (CAHs), Federally Qualified Health Centers (FQHCs), Rural Health Clinics (RHCs), and Prospective Payment System (PPS) hospitals.

S	Share Results	Provide measurable outcomes and real-world success stories to showcase the impact of your solution. Incorporate testimonials or peer comparisons to strengthen credibility.
T	Trust Takes Time	Build trust through consistent, authentic, and transparent communication. Avoid vague or promotional language, which erodes trust.
E	Educate	Explain why and how your solution works for rural facilities with clarity and precision. Share case studies or insights that demonstrate real-world application.
D	Demonstrate Value	Use data and visuals — graphs, charts, and before-and-after comparisons — to demonstrate impact. Share specific metrics that align with the goals of rural healthcare executives.

Applying the TRUSTED Principles

By integrating these principles, you will:

- Deliver presentations that address rural-specific challenges effectively.
- Establish credibility as a trusted expert in rural healthcare.
- Provide actionable solutions that make a measurable difference for your audience.

Credibility and Why It Matters

To resonate with rural healthcare executives, presenters must establish trust, demonstrate knowledge, and align their content with NRHASC standards and the TRUSTED principles. This alignment ensures your presentation is actionable, measurable, and relevant to the unique challenges rural leaders face.

Building trust starts with showcasing your rural-specific expertise, measurable achievements, and the real-world impact of your solutions. Consider these key points:

- How many rural hospitals have you worked with?
- What measurable impact have you achieved in those facilities?
- Can you share a story or data point about improved outcomes, such as reduced outmigration or increased staff retention?
- What statistical improvements can you highlight?

Pro Tip: Inviting a rural executive or clinician as a co-presenter builds immediate trust and relatability. Executives value hearing from peers who have been there. Use peer quotes, audio recordings, or testimonials within your slides as transitions between sections.

Pro Tip: Use relatable examples, such as a charge nurse or clinician whose workflows improved through your solution.

Creating Your Educational Presentation

Creating a compelling presentation for rural healthcare executives requires thoughtful preparation, clear structure, and adherence to NRHASC's TRUSTED principles. This section provides a step-by-step guide to ensure your presentation is actionable, engaging, and tailored to the unique challenges of rural healthcare.

NRHASC Presentation Template

All Educational Series presentations must be created using the official NRHASC Educational Series PowerPoint Template, available on the Partner Resource Page. The template includes NRHASC branding, standardized layouts, and the required Housekeeping Slide to ensure a consistent, professional experience for attendees.

Presenters should build their presentation within this template rather than creating their own slide deck. The Housekeeping Slide must remain as the first slide, and all NRHASC branding and formatting should remain intact. Content should be added using the provided layouts, with company branding limited to the final slide in accordance with NRHASC presentation standards.

Download the [NRHASC Educational Series PowerPoint Template](#) from the Partner Resource Page.

Effective Slide Design

Respect your audience's time by creating slides that are clean, visual, and results-driven. Avoid cluttered or text-heavy slides to maintain clarity and engagement.

Do	Don't
Use visuals (charts, graphs) to communicate results.	Overload slides with paragraphs of text.
Share measurable solutions to rural-specific challenges.	Use generic or irrelevant examples.
Engage the audience with expertise, experience, successes, polls, and Q&A.	Treat the session as a sales pitch.
Include peer voices (audio recordings, videos, written quotes, testimonials).	Promote your company outside of the final slide.

Design each slide with a single focus. Title: state the key takeaway. Content: use one chart, graph, or short bullet list to highlight the insight. Peer outcomes: include real-world case studies and measurable results achieved by rural peers.

Example: *“Telehealth reduced patient outmigration 40% and added \$1.1M in net revenue in 24 months at Cameron Regional.”*

Pro Tip: Slides are for your audience, not your notes. Use slides to highlight key points and keep supporting details in your speaking notes.

Crafting Titles, Descriptions, and Speaker Bios

Engaging titles, compelling descriptions, and credible speaker bios are essential for capturing your audience's attention and establishing your authority.

Titles

Your title must capture attention and clearly communicate the value of your presentation. Use specific language and measurable outcomes to highlight relevance.

Perfect	Good	Bad
“How Cameron Regional Reduced Patient Outmigration 40% and Added \$1.1M in Net Revenue in 24 Months: A Telehealth Success Story”	“Improving Access to Care in Rural Settings”	“Telehealth Can Improve Access”

Why it works: The “Perfect” title is specific, measurable, and connects the solution directly to a rural challenge. It highlights outcomes, which builds credibility and piques interest.

Descriptions

Session descriptions (100–150 words) must hook the audience by addressing a known challenge and presenting specific, data-driven results. Avoid vague or overly broad language.

Perfect	Good	Bad
“Learn how Cameron Regional Hospital reduced patient outmigration by 40% through a targeted telehealth program — improving care access and provider	“This session will explore how telehealth can help rural hospitals improve access to care and reduce costs.”	“Telehealth helps rural hospitals improve outcomes.”

Perfect	Good	Bad
efficiency while adding \$1.1M in net revenue in 24 months.”		

Why it works: The “Perfect” description immediately addresses a real problem, offers measurable results, and uses concise, data-driven language to hook the audience.

Speaker Bios

Speaker bios should emphasize rural-specific expertise, measurable achievements, and relevant leadership experience. Avoid promotional language, vague superlatives, or irrelevant personal accomplishments.

Perfect	Good	Bad
“Dr. Amelia Clark has held executive positions in rural hospitals for over 20 years, most recently as CMO of Cameron Regional Hospital, where she led a telehealth initiative that reduced patient outmigration 40% and added \$1.1M in net revenue in 24 months. She has authored several publications on rural health transformation, holds an MBA from Dartmouth, graduated with honors from KU Medical, and completed its Rural Residency Program in Emporia, KS.”	“Dr. Amelia Clark is a healthcare leader with experience implementing telehealth solutions.”	“Dr. Amelia Clark, CEO of XYZ Corp, is a pioneer in innovative solutions for all healthcare needs.”

Why it works: The “Perfect” bio demonstrates expertise through measurable results and rural-specific achievements — the outcomes speak for themselves, with no superlatives required.

Important reminder: never tell the audience what they already know. Respect rural executives’ expertise and time by avoiding obvious statements or generalizations. Every slide, takeaway, and result must provide new value, actionable insights, or measurable data.

Audience Engagement

Audience engagement is critical for maintaining attention and ensuring your content resonates with rural healthcare executives. Effective use of GoTo's polling tools and a structured Q&A ensures your presentation remains dynamic, interactive, and actionable.

Polling Questions

Polling questions are a powerful way to engage participants and gather actionable insights. Prepare 2–3 polling questions per session. With GoTo's polling tool, all questions must be multiple-choice and adhere to the following limits:

- Question limit: 120 characters
- Answer limit: 60 characters per answer
- Maximum options: 5 answer choices

Keep questions short, clear, and directly tied to rural-specific challenges. Ensure all answer choices are relevant and concise; avoid generic or vague questions.

Perfect	Good	Bad
Question: "What is your biggest staffing challenge?" Answers: Recruitment, Retention, Burnout, Salary, Other	Question: "What staffing challenges exist?" Answers: Recruitment, Retention, Other	Question: "Staffing problems?" Answers: Yes, No, Maybe
Question: "Which area of telehealth has been most challenging?" Answers: Setup, Training, Patient Adoption, Technology, Other	Question: "Telehealth challenges?" Answers: Setup, Training, Other	Question: "Why telehealth?" Answers: Yes, No

Pro Tip: Display each polling question briefly on a slide for additional clarity, and rehearse where each poll lands so it integrates naturally into your content.

Moderator-Prepared Discussion Questions (Seed Questions)

Discussion questions are prepared in advance and held by the moderator to open or sustain the Q&A if the audience is slow to submit questions of their own. Prepare 2–3. They keep the Q&A dynamic, reinforce key points, and model the kind of questions the audience would naturally ask.

Guidelines:

- Align each question directly with the presentation's core themes and insights.

- Use them to highlight actionable takeaways or emphasize critical data points.
- Keep them concise and tied to rural-specific challenges.

Perfect	Good	Bad
“What strategies have been most effective for improving nurse retention in rural facilities?”	“How can rural facilities address retention issues?”	“Do rural facilities have trouble retaining staff?”
“What steps would you recommend for starting a telehealth program in resource-limited settings?”	“What are your recommendations for telehealth?”	“Why is telehealth important?”

Example of reinforcing a key point: *“Can you explain how the telehealth program at Cameron Regional reduced patient outmigration by 40%?”*

Peer Voices

Testimonials and peer-led examples build trust and relatability. Use peer voices to complement your presentation and reinforce key insights.

- **Written testimonial:** *“Telehealth reduced our patient outmigration by 40%, and satisfaction scores increased 30%, in 24 months,” said Dr. Jones, CEO of Cameron Regional.*
- **Video clip:** Include a short video of a rural executive sharing their experience with the solution.

What to Avoid

- **Fluff and common knowledge:** Avoid stating the obvious, such as “rural hospitals face staffing shortages.” Present solutions and data instead.
- **Stereotypical imagery:** Refrain from hayfields, cornfields, or cowboy hats — these do not reflect the realities of rural healthcare.
- **Negative descriptors:** Avoid words like “small,” “low volume,” “poor,” or “at risk,” which perpetuate negative stereotypes. Instead, use language that highlights community trust, opportunity, measurable outcomes, and actionable solutions.
- **Overused superlatives:** Avoid “world-class,” “market-leading,” or “best in class.” Let outcomes and measurable results speak for themselves.
- **Urban achievements:** Avoid discussing work with urban systems like Mayo or Cleveland Clinic; it is not relevant to rural audiences.

Review Your Content

With your presentation structured, polish and fine-tune your content to ensure it is clear, professional, and results-driven. Rural healthcare executives expect concise, impactful, actionable presentations — every slide must deliver value. Confirming the TRUSTED principles are met before you submit avoids elongating the approval process.

- ✓ First impressions count: professional, polished visuals build trust and credibility.
- ✓ Clarity drives results: executives value content that is clean, focused, and easy to follow.
- ✓ Respect for time: every slide must serve a clear purpose and deliver actionable insights.
- ✓ Start strong: skip long introductions and lead with the key insight or impact.

Submission Process

Submitting your presentation for the NRHASC Educational Series involves several critical steps to ensure your content aligns with the TRUSTED principles and delivers value to rural healthcare executives.

Submit via the Educational Series Presentation Request Form on the Partner Resource Page. [Rural Executive Educational Series Presentation Submission Form](#)

Submission Requirements

- ✓ **Title:** clear, engaging, and results-focused.
- ✓ **Description:** a concise summary (100–150 words) of the rural challenge, solution, and measurable outcomes.
- ✓ **Slides:** at least 90% complete, in the NRHASC Branded Deck (.pptx), adhering to NRHASC standards. The remaining 10% may cover only minor polish (final imagery, formatting touch-ups) — not substantive content changes. Final locked slides are due no later than 5 business days before your session.
- ✓ **Speaker bios:** highlight relevant expertise, rural-specific achievements, and measurable results; avoid promotional language.
- ✓ **Polling questions:** 2–3 actionable multiple-choice questions (120-character question limit, 60-character answer limit, max 5 options).
- ✓ **Discussion (seed) questions:** 2–3 questions to sustain audience engagement during Q&A.

Incomplete submissions or submissions not on the NRHASC Branded Deck will not be reviewed; you will be notified and asked to resubmit with all missing components.

Review and Feedback Process

Once submitted, your presentation undergoes a detailed review to ensure alignment with NRHASC standards and the TRUSTED principles. We review:

- **Content alignment:** focus on rural-specific challenges and measurable results.
- **Visual standards:** clean formatting, minimal text, and branding limited to the final slide.
- **Engagement tools:** well-crafted polling and discussion questions.
- **Actionable outcomes:** clear takeaways and success metrics.

Feedback timeline:

1. Initial review: NRHASC staff provide feedback by the end of the 10th business day, identifying any required edits.
2. Revised submission: resubmit via the Revision Link within 5 business days, incorporating all requested edits. NRHASC reviews revised materials within 5 business days.
3. Approval confirmation: when editing is complete, you receive an approval email with a scheduling link.

NRHASC allows one round of initial feedback and one revised-submission review. Additional reviews are not guaranteed, so address all feedback thoroughly.

Scheduling Guidelines

- Sessions must be scheduled at least 4 weeks (6 weeks is preferred) after approval to allow for promotion.
- Days: Tuesdays, Wednesdays, and Thursdays.
- Time: sessions are scheduled at 1:00 PM Central Time. Each session runs up to 60 minutes total.

Session Length and Format

- Maximum session length: 60 minutes total.
- Presentation: 40–45 minutes (minimum 30 minutes).
- Q&A: the final 10–15 minutes.
- Maximum presenters/panelists per session: 3 (not including the NRHASC moderator).

Cancellation, Rescheduling, and No-Shows

Requests to reschedule must be made at least 10 business days before the session so registrants can be notified and promotion adjusted. Cancellations inside 10 business days, or presenter no-shows, may affect eligibility for future Educational Series sessions. To reschedule or cancel, contact submit@nrhasc.com immediately.

Technical Specifications and Accessibility

- Slide decks must be submitted in the NRHASC Branded PowerPoint (.pptx) format, 16:9 aspect ratio, to ensure compatibility with NRHASC's platform.
- Your presenters advance slides through the GoTo platform controls confirmed at tech check.
- Multimedia (video/audio) is allowed if professional, rural-specific, and relevant; all media is tested during the tech check and must be loaded into GoTo before the day of the presentation.
- Sessions are recorded and captioned.

What Happens After Scheduling

Once your presentation is scheduled, NRHASC staff build the presentation and send the calendar invitation to all presenters and panelists. The invitation includes:

- Unique personal connection links for each listed presenter and panelist.
- A mandatory 30-minute pre-session tech check scheduled immediately before the presentation.
- A promotional link for you to share internally and externally to encourage attendance.

NRHASC Promotion

NRHASC staff promote your presentation in the bi-weekly Rural Health Presentation Newsletters, the monthly segmented Executive Newsletter, the weekly NRHA Today Newsletters, and on social media. These emails reach your selected target audience as well as SORHs, SRHAs, rural health networks, and other rural health audiences.

Your Promotion

Begin promoting immediately after receiving your link to maximize outreach. Share the promotional link internally with your team and externally with your audience, and lead with key benefits — actionable strategies and real-world case studies that resonate with rural healthcare leaders.

Rehearse for Confidence

Rehearsals are essential to fine-tune your delivery and ensure a seamless presentation.

- ✓ Time your presentation: practice staying within your allotted session time, leaving 10–15 minutes for Q&A.
- ✓ Practice transitions: ensure smooth flow between sections (Challenge → Solution → Results).
- ✓ Test visuals: confirm graphs, charts, and data are clear, professional, and easy to interpret.

- ✓ Rehearse engagement: integrate polling questions naturally and prepare your 2–3 discussion questions.
- ✓ Prepare for Q&A: anticipate likely questions and practice concise, results-driven answers.

Pro Tip: Record yourself rehearsing. Use playback to evaluate pacing, tone, and transitions, then refine your delivery.

Presentation Day

Delivering your NRHASC Educational Series presentation involves precise coordination and a focus on engagement. Follow these guidelines to ensure a professional and impactful session.

What to Expect

All presenters and panelists must log in 30 minutes before the scheduled start time using their calendar-invite link. This time is reserved for final setup and coordination.

NRHASC staff perform the tech check:

- ✓ Audio and video: all connections are clear and functioning.
- ✓ Slide transitions: slides and controls are functioning.
- ✓ Polling questions: polls are loaded and ready to launch.
- ✓ Multimedia: any video or audio clips are loaded and ready to launch.

NRHASC staff also review:

- ✓ Speaker bios: curated bios to be presented at the session's opening.
- ✓ Flow: the run of show, timing for polls, Q&A, and section transitions, and the roles of moderators, presenters, and panelists.
- ✓ Discussion questions: prepared questions are reviewed for alignment with the presentation content.

Opening the Presentation

NRHASC staff open the session by presenting the curated speaker bios (no second introduction from presenters is needed) and covering housekeeping items:

- How attendees engage with polls.
- The question control panel for Q&A and the timing of Q&A.
- The post-session survey for feedback.
- A reminder that the session is recorded and the recording will be sent out later that day.

Staff set expectations — the session focuses on rural challenges and actionable solutions — then turn the session over to the presenters.

During the Session

- **Polling:** NRHASC staff launch polls at your designated points to enhance engagement.
- **Q&A moderation:** NRHASC staff manage Q&A at the end of the session and present discussion questions as needed.

Speaker responsibilities:

- **Stay on time:** respect the schedule and leave adequate time for Q&A.
- **Focus on results:** highlight rural-specific outcomes rather than branding or promotional content.

- **Engage participants:** encourage interaction through polls and active Q&A participation.

Closing the Presentation

At the end of the session, NRHASC staff thank the audience and speakers, remind attendees to complete the post-session survey, and confirm the recording will be available later that day.

Post-Presentation Follow-Up

Effective follow-up extends the educational impact of your presentation beyond the session. Use these guidelines to maintain professional, personalized engagement with your audience.

Post-Session Materials

Within 2 business days after your session, NRHASC staff provide:

- ✓ Attendee list: names, emails, titles, and facilities of participants.
- ✓ Engagement report: poll results and audience participation data.
- ✓ Session recording: a link to the recording for your use.

Pro Tip: Use the attendee list and engagement report to tailor your outreach and address specific participant interests or concerns.

Attendee Data Use and Compliance

The attendee list is provided solely to support educational follow-up related to your session. By accepting the list, you agree to the following:

- Use the list only for follow-up connected to this session's content; do not add attendees to general marketing lists without their consent.
- Do not sell, share, or transfer the attendee list to any third party.
- Comply with all applicable communications laws, including CAN-SPAM — identify yourself accurately, include a working unsubscribe mechanism, and honor opt-outs promptly.
- Misuse of attendee data may result in removal from the Educational Series and other partnership consequences.

Recording Ownership and Use

NRHASC will provide presenters with a downloadable copy of the webinar recording following the session. Partners are welcome to use the recording on their website, in marketing materials, or for other promotional and educational purposes during their active partnership with NRHASC.

Because the presentation is an NRHASC-branded educational resource, if a partnership is not renewed or otherwise ends, the recording and any associated NRHASC-branded materials must be removed from public use, including websites, marketing materials, and other promotional channels.

Personalized Outreach Guidelines

When reaching out to attendees, continue the educational conversation while remaining professional and value-driven.

Do	Don't
Reference session content: mention specific topics, polls, or Q&A discussions. Example: “Hi [Name], you asked about implementing telehealth strategies for CAHs. Here's a case study showing how Cameron Regional reduced patient outmigration 40% in 24 months — happy to share more detail.”	Use generic, one-size-fits-all messages. Example: “Thanks for attending! Let's talk about how our product can help you.”
Offer value: provide additional resources or follow-up materials that expand on the session's key takeaways.	Lead with overt promotion. Keep the focus on education and practical solutions rather than sales pitches.

Final Reminders

- **Keep it professional:** align all communications with NRHASC's educational goals and the TRUSTED principles.
- **Focus on value:** follow-ups should reinforce the session's takeaways and demonstrate your commitment to rural healthcare solutions.
- **Timeliness matters:** send follow-ups promptly after receiving the post-session materials to keep the conversation relevant.

FAQs: Addressing Common Questions

Q: Can I use company-branded slides?

A: No. Branding (logos, product names, etc.) is restricted to the final slide. Focus on your success in rural facilities, presenter expertise, relevant data, and case studies.

Q: How long should my presentation be?

A: Sessions run up to 55 minutes total: 40–45 minutes of presentation (minimum 30) followed by 10–15 minutes of Q&A.

Q: What if I don't have visuals?

A: Use peer examples, quotes, or case studies to demonstrate success, expertise, and impact. Avoid vague or unsubstantiated claims.

Q: What if I need help crafting polling or discussion questions?

A: See the Audience Engagement section of this guide for examples and tips. For further assistance, contact NRHASC staff at submit@nrhasc.com.

Q: Can I include videos or audio clips?

A: Yes, if the multimedia supports your content and is professional, rural-specific, and relevant. All media must be provided before the presentation.

Q: How do I submit my presentation?

A: Complete the Educational Series Presentation Request Form on the Partner Resource Page. [Rural Executive Educational Series Presentation Submission Form](#)

Q: Can I submit in a format other than PowerPoint?

A: No. Slide decks must be submitted in PowerPoint (.pptx) format to ensure compatibility with NRHASC's platform.

Q: What happens if my submission is incomplete?

A: Incomplete submissions are not reviewed. You will be notified and required to resubmit with all missing components.

Q: Can I request additional review rounds after feedback?

A: NRHASC allows one round of initial feedback and one revised-submission review. Additional reviews are not guaranteed, so address all feedback thoroughly.

Q: What if I need to reschedule or cancel?

A: Contact NRHASC as early as possible — at least 10 business days before the session. See Cancellation, Rescheduling, and No-Shows.

Q: Can I share handouts or additional materials?

A: Yes. Provide downloadable resources that reinforce your presentation's takeaways.

Q: Will NRHASC share survey feedback with me?

A: Yes. Attendee feedback is shared after the session to help you improve future presentations.

Q: What should I include in my follow-up messages?

A: Reference specific session content or audience questions to provide tailored follow-ups. See Personalized Outreach Guidelines for an example.

Submission Checklist

Confirm every item before submitting. Incomplete submissions are not reviewed.

☐	Title is specific, measurable, and results-focused
☐	Description is 100–150 words and states the challenge, solution, and measurable outcomes
☐	Slides are at least 90% complete, .pptx format, 16:9
☐	NRHASC Housekeeping Slide is the first slide
☐	Branding appears only on the final slide
☐	Every slide has a single focus with a clear takeaway title
☐	Data, charts, and case studies use measurable, rural-specific results
☐	No stereotypical imagery, negative descriptors, superlatives, or urban case studies
☐	Speaker bios highlight rural-specific expertise and measurable achievements
☐	2–3 multiple-choice polling questions (≤ 120 -char questions, ≤ 60 -char answers, ≤ 5 options)
☐	2–3 discussion (seed) questions prepared for Q&A
☐	Peer voice included (co-presenter, testimonial, quote, or video)
☐	Content reviewed against all seven TRUSTED principles
☐	Multimedia tested and file size within limits
☐	All required form fields completed

Questions? Contact [CONFIRM: education@nrhasc.org].