Customizable Post-Conference Report



CLEAR 2015 Annual Educational Conference   
 September 17-19, 2015

Boston, Massachusetts

**{your name here}**

**{your organization name here}**

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***What is the CLEAR Annual Educational Conference?***

The CLEAR Annual Educational Conference is the premier event in which regulators from around the world come together to network, share best practices and glean strategies for improving their regulatory practices. Since 1980, CLEAR (the Council on Licensure, Enforcement and Regulation) has been a resource for any entity or individual involved in the licensure, non-voluntary certification or registration of the hundreds of regulated occupations and professions.

Annual Educational Conference content is developed by and for members of the regulatory community and focuses on four areas of inquiry: compliance and discipline; testing and examination issues; entry to practice issues; and administration, legislation and policy. Accompanying roundtable discussion groups are also offered as well as various networking opportunities. A popular exhibitor program typically sees 30 exhibitors provide information about their products and services to attendees.

***Why CLEAR’s Conference?***

CLEAR's Annual Educational Conference is attended by over 500 members of the regulatory community from across North America, Europe, Australia and New Zealand. Conference attendees include representatives of all governmental sectors, the private sector, and many others with an interest in this field. This diverse representation of regulatory stakeholders provides unique opportunities for information-sharing, education and reflection. With various professions represented, as well as the different regulatory models from around the world, attendees are able to gain a better understanding of the regulatory framework in general and learn from one another the best ways to serve and protect the public.

The CLEAR conference(s) have proven, in my experience, to deliver the best value in professional development and regulatory collaboration. I have attended CLEAR’s Annual Educational Conference {years you’ve attended CLEAR} other times over the years and have found the quality and quantity of educational value to be excellent and well worth the investment.

***What did I learn?***

To answer that question, I will provide a brief set of details for each of the sessions that I attended over the three day conference. In addition, I would be happy to share the conference proceedings with my coworkers and colleagues so that they can also benefit from the excellent conference material. If you’d like, I can provide an update of the valuable information during a meeting or set up a learning venue where we can collaborate as a team and participate in knowledge sharing.

As a prelude, the goals that I set before attending the CLEAR Annual Educational Conference comprised:

{list your conference goals here }

My participation met all the preceding goals in addition to providing the opportunity to discuss hot topics in regulation, learn from fellow regulators from all over the world, meet with current and potential vendors and develop a better understanding of the role our organization plays in protecting the public.

CLEAR Learning/Pre-Conference Sessions

***Monday, September 14-Thursday, September 17, 2015***

*{Update dates and program information below based on your attendance at any of the pre-conference CLEAR Learning programs or workshops, if applicable}*

Detailed Session Information:

{repeat this block for each session that you attended}

Program Title:

Program Instructor(s):

Program Summary:

{summarize in your own words}

My major takeaways:

{describe concepts, techniques, tips that were learned or re-emphasized}

Action Items(s):

{describe actions that you intend to pursue within system or application scenarios in your area}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above}

Keynote Presentation

***Thursday, September 17, 2015***

Session Date and time:

Presentation Title:

Session Presenter Name:

Session Summary:

{summarize in your own words}

My major takeaways:

{describe concepts, techniques, tips that were learned or re-emphasized}

Action Items(s):

{describe actions that you intend to pursue with information learned}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above, if appropriate.}

Educational Session Presentations

***Thursday, September 17-Saturday, September 19, 2015***

{repeat this block for each session that you attended}

Session Date and time:

Session Title:

Session Presenter Name(s):

Session Summary:

{summarize in your own words}

My major takeaways:

{describe concepts, techniques, tips that were learned or re-emphasized}

Action Items(s):

{describe actions that you intend to pursue with information learned}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above, if appropriate.}

Networking Opportunities

{repeat this block as appropriate, for example, “President’s Reception,” “Networking Lunch,” “Welcome Reception,” etc.}

Discussion Summary:

{summarize in your own words}

My major takeaways:

{describe concepts, techniques, tips that were learned or re-emphasized}

Action Items(s):

{describe actions that you intend to pursue with information learned}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above, if appropriate.}

Closing Session

***Saturday, September 19, 2015***

Session Date and time:

Presentation Title:

Session Presenter Name:

Session Summary:

{summarize in your own words}

My major takeaways:

{describe concepts, techniques, tips that were learned or re-emphasized}

Action Items(s):

{describe actions that you intend to pursue with information learned}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above, if appropriate.}

Report on Exhibitors and New Products

{repeat this block as appropriate}

Company Name:

Company Representative:

Contact Information:

Company Description:

{summarize in your own words}

How company/product/service can help:

{describe concepts, techniques, tips that were discussed}

Action Items(s):

{describe actions that you intend to pursue with information learned}

Estimated Return on Investment:

{estimate cost savings and return on investment by implementing the actions described above, if appropriate.}