

2018 WEBINAR SUPPORTER PROSPECTUS

ABOUT OUR WEBINARS

A PRIM&R webinar provides a convenient and affordable way for busy professionals to keep up with new developments or brush up on existing regulations and policies. These 60- to 90-minute sessions deliver clear, comprehensive information on basic and complex issues, as well as analyze late-breaking changes in the fields of human subjects protections and animal care and use. Respected and dynamic presenters provide attendees with the knowledge and skills necessary to strengthen their understanding of key and emerging issues, remain abreast of regulatory updates, and expand their expertise. Webinar attendees receive a certificate of attendance, which may be used to obtain continuing education (CE) credit from professional associations, including both the Certified IRB Professional (CIP®) or Certified Professional IACUC Administrator (CPIA®) designations (when applicable).

Average webinar attendance ranges from 150 to 700 with a mix of individual and group registrations.

EXCLUSIVE WEBINAR SUPPORTER PACKAGE

Per Webinar: \$2,000

Discounts are available for organizations looking to support multiple webinars or other PRIM&R programs.

Support of a webinar includes:

- A color logo listing as the exclusive supporter of the webinar on the webinar webpage, as well as a 20-word description, and your company's URL
- Text acknowledgment and company URL included in the confirmation email that is sent to each participant after they register for the webinar
- Acknowledgement in dedicated webinar publicity that goes out after your date of sign-on (please note, a logo will be displayed wherever possible in publications, though some formats do not allow for a logo and will be text only)
- Visual acknowledgement during the webinar via a slide at the beginning of the presentation, that includes a 75-word description and your URL
- Verbal acknowledgement from the webinar moderator during the introduction, including a reading of your company name, description, and URL, and a thank you at the conclusion of the webinar
- A feature in PRIM&R's two post-webinar emails sent to all attendees with a 75-word description, your company email address and phone number, and a link to your website
- A copy of the attendee list one week post-webinar (postal addresses only). Supporters may use this list for a one-time, hard-copy mailing. (Please note, PRIM&R must sign off on any mailings before they are distributed.)
- Complimentary group webinar registration

WEBINAR TOPICS

PRIM&R conducts between 14-20 webinars per year on a wide range of topics relevant to professionals in the human subjects protections and animal care and use fields. PRIM&R will reach out to interested supporters via email when a new webinar is available. This announcement will contain the webinar program description, the names of the presenters, and the date of the webinar. Supporters will be accepted on a first-come, first-serve basis. A 50% deposit is due at the time of application to secure a topic, and supporters must be paid in full before being included in promotions or on the website. Please note topics, exact dates, and presenters are subject to change, and are under the sole purview of PRIM&R.

Sign up to be notified when new webinars are available for support by contacting Nora Murphy, online learning coordinator, onsite, via email at nmurphy@primr.org, or via phone at 617.303.1876.

WEBINAR INFORMATION AND SUPPORTER TERMS

All supporters must adhere to the following terms. These terms may be amended as PRIM&R deems necessary in order to conduct the webinar(s).

<p>Attendee List</p>	<p>Supporters will receive an electronic copy of the webinar registrant list within one week after the webinar. The list shall include the attendees' names, titles, organizations, and mailing addresses only. PRIM&R's policy is that it does not distribute email addresses. This list will not include anyone who has opted out of inclusion in the webinar attendee list or PRIM&R mailing lists. Additionally, this list will not include anyone who may have attended the webinar as part of a group, and is not the person whose name and information is on the registration. This list may be used for a one-time mailing only (see Marketing section below).</p>
<p>Cancellation</p>	<p>If supporters notify PRIM&R of their intent to cancel their support 60 days prior to the chosen webinar, PRIM&R shall refund the fee, minus a \$300 processing fee. If PRIM&R receives notice between 60 days and 30 days prior, PRIM&R reserves the right to retain a \$600 processing fee. If PRIM&R receives notice after 30 days prior, PRIM&R reserves the right to retain the full price, not as a penalty, but as liquidated damages. PRIM&R reserves the right to resell the support opportunity if possible. Supporters must send cancellation notification in writing (email is acceptable) to Nora Murphy (nmurphy@primr.org).</p>
<p>Certificates of Attendance</p>	<p>Certificates of attendance are made available upon conclusion of each webinar. To access the certificate, attendees must first complete the online evaluation. Such certificates are useful for obtaining CE credits (not Continuing Medical Education credits) from professional associations. Note that guidelines concerning CE credits may differ, and attendees should consult the appropriate professional association representative for further guidance.</p>
<p>Conflicts of Interest</p>	<p>Webinar presenters cannot have a financial relationship—either theirs or that of an immediate family member(s), which concluded within the past 12 months, will begin in the next 12 months, or is ongoing—with the supporting organization that could be perceived as affecting presenter objectivity on the position or topic being presented during the webinar. Financial relationships are those from which the speaker or immediate family member(s) has/have received some form of remuneration (including, but not limited to salary, royalties, gifts, consulting fee, honoraria, ownership interest, stock options and other equity interests, intellectual property rights, or other financial benefit) in exchange for services or performance of duties (e.g., roles such as employee, independent contractor, consultant, speaker and teacher, expert witness, member on advisory committees or review panels, member of a board with a mission related to research involving human subjects and/or animals, or any other activity from which remuneration is received or expected).</p> <p>If a conflict of interest between the presenters and the supporting organization becomes apparent during the planning of the webinar, the supporting company may be recused (or may be asked to recuse themselves) from supporting the webinar at no penalty to them. They will be invited to choose another webinar topic if they so desire.</p>
<p>Content & Presenters</p>	<p>Content and selection of presenters for PRIM&R's webinars is at the sole discretion of PRIM&R and the supporting organization will not be consulted on the execution or selection of either. Topics, dates, and webinar presenters are subject to change, and are under the sole purview of PRIM&R.</p>

CE Credit for Certified IRB Professional (CIP®) Recertification	<p>If a webinar has been approved by the Council for Certification of IRB Professionals (CCIP), participants holding the CIP® credential may apply credits from webinars toward CIP® recertification by submitting their Certificate of Attendance as documentation of their participation. Participation in 60-minute webinars counts as 1.0 CE credit hours. Participation in 90-minute webinars counts as 1.5 CE credit hours. For recertification by CE, CIPs must complete 30 documented hours of continuing education. At least 15 of the 30 hours must either carry credits issued by a recognized accrediting body or have received advanced recognition from the Council for Certification of IRB Professionals. Credits from most PRIM&R webinars have received such advance recognition, and may be counted towards these 15 hours.</p>
CE Credit for Certified Professional IACUC (CPIA®) Recertification	<p>If a webinar has been approved by the Council for Certified Professional IACUC Administrator (CCPIA), webinar participants holding the CPIA® credential may apply credits from this webinar toward CPIA® recertification by submitting their Certificate of Attendance as documentation of their participation. Participation in 60-minute webinars counts as 1.0 CE credit hours. Participation in 90-minute webinars counts as 1.5 CE credit hours.</p>
Liability	<p>Supporters hereby agree to protect, indemnify, defend, and save PRIM&R against all claims, losses, and damages to persons or property, and attorney's fees arising out of or caused by supporters involvement in the webinar, excluding any such liability caused by the sole negligence of PRIM&R.</p>
Marketing	<p>For those supporters wishing to do direct mail marketing to the list of attendees (see Attendee List section above) after the webinar, PRIM&R must sign off on all marketing <i>before</i> it is sent. Please contact Kelly Whelan, manager of marketing and communications (kwhelan@primr.org, 617.303.1871) with your mailing materials for review.</p>
Webinar Access	<p>As part of the supporter package, each company will receive a group registration. This registration is only for the webinar you are supporting, and is not transferable to other webinars. Group registration is for two or more individuals. Individuals do not all have to be in the same location to watch the webinar.</p> <p>All of our webinars are recorded and available for purchase and/or access. Webinar registrants receive access to the recording at no additional charge. The link to the recorded presentation will be emailed to all attendees within a week of the webinar's completion.</p> <p>It is the responsibility of the person whose name is used to register the group to distribute the login information to his/her colleagues, to share the link to the webinar evaluation with the other members of the group, and to share the link to the webinar recording.</p>