eCOURSES SPEAKERS BRIEF

A- General regulations and information

1. The e-courses belong to the continuing education program of the SSORL
2. Any SSORL member can propose and create an e-course
3. Each e-course must be submitted to the editorial board of the Swiss ORL Academy. It is then validated by the working groups in relation with the topic of the e-course
4. The e-courses can be presented in French, German or English
5. Sponsored eCourses : only multi-sponsored eCourses can grant CME points
6. The industry sponsorship must be clearly stated if present
7. In all cases, add disclosures if any
8. The course is re-evaluated after 2 years by the editorial board or working groups to confirm that its content is still relevant.
9. 1 hour of learning time = 1 CME point

B- Preparing your presentation

Please use the Swiss ORL Academy PowerPoint template for your presentations

Our recommendations for the preparation of your presentation:

- Clearly disclose the title of your presentation and your name in the first slide
- Do not forget to add footnote references (e.g. to scientific articles) when necessary
- Do not exceed 5 bullet points/slide; size of fonts: minimum 20.
- We recommend using as little text possible and instead adding figures and visuals to your presentation
- Based on the common rule of a duration of 2 minutes/slide, do not exceed 10 to 15 slides (apart from the title and bibliography slides) for your presentation (i.e. 2 minutes/slide)

C- Preparing the MCQ (multiple choice questionnaire)

When preparing an MCQ, please make sure to:

1. Clearly identify each question with **a number**
2. For each question, prepare 4 to 5 possible answers with **1 correct answer only**
3. **Highlight the correct answer in green**
4. Add a minimum of 3 references of relevant articles on the topic of the eCourse; link to abstracts only (copyrights!)

Our recommendations for the preparation of your presentation:

- For the wrong answers, please add additional information (i.e. explanation why it is a wrong answer) in a short text format and or/ with figures for further explanations

- Choose a **relevant title** for the MCQ
- Clearly identify each question with **a number**
- Advice: you are surely an expert in your particular domain, but bear in mind that the participants to the eCourse are not! Always adapt to your audience and **keep your MCQs as simple as necessary!** Count a maximum of 5 minutes answering time per question. The main thing is to make sure that the student masters what is really needed in his/her daily practice.

D- Filling in the copyright and image rights consent form

Please fill in the **copyright and image rights consent form**, in order to allow the SSORL to use your photo/video sequence on the platform swissORL-academy.ch.

Please remember that the content that you provide the Swiss ORL Academy team with is under your full responsibility. This includes the copyrights on the material (images, infographics, videos…) that you include in your presentation.

E- Sending the material and validation

You can upload the video, the MCQ and the consent form on the following sharepoint folder 📁 **ORL – PRESENTATIONS**.

The eCourse is then evaluated by the editorial committee. If validated, it is uploaded on the swiss ORL academy platform, with a downloadable CME certificate from the SSORL.

F- Assistance for eCourses creation

You can benefit from the support of **Vivactis Switzerland**, our external partner specialized in medical education, for the preparation of your eCourse.
In particular, you can get support with:

• The preparation of your eCourse, through a step-by-step brief on the requirements and assistance for various aspects
• The review of your eCourse
• The coordination of the accreditation process

G- Contacts

For technical issues or questions regarding the eCourses please contact:
contact@swissorl-academy.ch

H- Additional information

What is an eCourse?

An eCourse is an eLearning module, composed of **a video** of a learning session on a specific topic, associated with **a multiple-choice questionnaire** (MCQ)and which gives right to 1 or more CME point(s), depending on the learning duration (usually: 1 hour of learning time = 1 CME point).

A minimum of **60% of right answers** is needed to receive a certificate of participation corresponding to an eCourse. If that score limit is not reached, the participant can pass the test again, until he/she gives the required number of correct answers. He/she then receives the corresponding number of CME points accredited by the SSORL.

The total learning experience should be at least **equal to 1 hour**. Therefore, we recommend the following formats:

- **Video duration**: **40-45 mn**
- **MCQ**: between **5 and 10 questions** (it usually requires 2 to 4 minutes to get through an accredited MCQ)

Chronic Rhinosinusitis – Definition And Classification & Hyperreactivity – Rhinits

Name of the eCourse

No. of Questions : 5

Video

Go To Quiz

Link to the MCQ

Below is an example of MCQ:

Hearing aids and implants

1. How many people in the world suffer from a relevant hearing loss?

○ A: 22 million
○ B: 351 million
○ C: 466 million
○ D: 1 billion
○ E: 2 billion

2. Regarding the technical options that are applicable for a hearing aid, which one is incorrect?

○ A: digital, multi-channel signal processing
○ B : speech recognition
○ C : frequency shift
○ D : turbo-powered motor
○ E : bluetooth connection

3. Which are the limitations of hearing aids (as opposed to implants) for patients in CH:

○ A: financial
○ B: often unavailable on the market
○ C: medical and acoustical reasons
○ D: none of the above

4. Cochlear implants are usually used with what severity of hearing loss?

○ A: mild
○ B: moderate
○ C: severe
○ D: none of the above

SUBMIT