

At a Glance: 2026 CE Presenter Requirements

Office of Professional Affairs | Harrison College of Pharmacy

Learning Objectives

- Create **3–5 measurable objectives per hour** of instruction.
- Objectives must describe **learner outcomes** using measurable verbs.
- ACPE credit cannot be awarded without clearly defined objectives.

Assessment Questions

Requirement: Include **at least one assessment question per learning objective.**

- Group questions by objective.
- One clearly correct answer + three plausible distractors.
- Do not use “All of the above” or “None of the above.”
- Questions must reflect material covered in the presentation.

Disclosure & Bias

- **Disclosure slide must be Slide 2.**
- Disclose relevant financial relationships from the past 24 months.
- Avoid trade names when possible; if used, include all marketed names.
- Disclose off-label or investigational uses.

Slides & Presentation

For a 1-hour session (50 min instruction + 10 min Q&A):

- Plan approximately **1 slide per minute** (35–45 slides typical).
- Use the official OPA PowerPoint template.
- Minimum 24-point font; keep slides concise and readable.

Accessibility

All materials must meet Auburn University accessibility standards:

- Use built-in layouts and strong color contrast.
- Provide alt text for images.
- Use descriptive hyperlinks.

Guidance: <https://aub.ie/paws>

Materials not meeting accessibility standards may be returned for revision.

Before You Submit

- | | |
|--|---|
| <input type="checkbox"/> Measurable objectives | <input type="checkbox"/> Accessibility standards met |
| <input type="checkbox"/> Disclosure slide included | <input type="checkbox"/> Slides submitted by deadline |
| <input type="checkbox"/> Assessment questions aligned included | |