

SEMINAR BENEFITS WORKSHEET

Although you might understand the benefits of a seminar that interests you, your manager may not. Therefore, to be most effective in justifying the seminar, you need to clearly articulate the connection between your organization's knowledge requirements and the seminar program. Included below are sample responses; please customize the needs and sessions to be specific to your organization.

Benefits	Seminar's Offerings
Networking	Structured networking opportunities at this seminar will allow me to network with other professionals and vendors in the industry. We will be able to take the pulse of what is happening related to technologies, processes, and trends in regulation; hearing ideas and identifying resources we weren't even aware of.
Team Development	Techniques and information gleaned at this seminar will help me to build up our team. Upon return, we'll have new ideas regarding processes and resources and we'll be able to apply them in our organization to improve our communications and efficiency.
Current Practices	Regulators in different jurisdictions play very different roles. Seminar sessions will provide insight on the similarities and differences between jurisdictions and help us better understand our relationship with our providers and our fellow regulators.
Future Practices Exploration	Considering the role regulatory organizations may play in the future will help us set up plans and practices anticipating regulatory trends and needs and leading to a better future for vulnerable populations.
Current Tools and Technologies	With a wide array of regulatory service vendors at the seminar, I'll have the opportunity to meet with current vendors as well as new companies and return with information about innovations in regulatory technology and tools.



Future Tools and Technologies Exploration	Understanding the emerging trends in regulatory issues like safety issues, key indicators and electronic communications will better equip our organization to offer effective and efficient service to our stakeholders.
Current Processes	Sessions sharing research into current best practices will help me identify ways to improve the good processes we already have in place.
Future Processes Exploration	Various seminar sessions will cover the administrative processes and policies other regulators have found to be successful for discipline, communications, dealing with stakeholders, etc. Bringing back this information can help to inform and improve our organization's processes moving forward.
Vendors with Tools and Resources to Explore	The opportunity to meet with current and potential future vendors face-to-face will enhance our relationships and increase understanding of the services provided. I will be able to provide detailed information about what services may be valuable for our organization; saving time responding to vendor calls and inquiries throughout the year.