



CFDD National Regular Program Award Application

5 Pages Maximum Including Application (No Folders Please)
MUST BE TYPED OR COMPUTER GENERATED

Hit the tab key to move from one space to the next. Completed application forms should be submitted with the information requested and must be received by **March 15**. Please send your files as e-mail attachments to cfdd@nacm.org. The name of the file containing the nomination form should be as follows: RegProg_ChapterName.doc. Example: RegProg_Albuquerque.doc. The name of the file containing samples should be as follows RegProgSamples_ChapterName.doc. Example: RegProgSamples_Albuquerque.doc.

CFDD Wichita
Chapter

Wichita, KS
City/State

Chapters are invited to nominate one of their regular programs each year for CFDD's National Outstanding Regular Program award. For an application to be eligible for consideration, it must be completed and signed by an authorized representative of the submitting Chapter and have met the Judge's scoring threshold of 65. In recognition of outstanding regular programs, the CFDD Board of Directors presents one Outstanding Regular Program Award in each Chapter membership class at the CFDD Annual Awards & Installation Luncheon held during the NACM Credit Congress.

Chapter Membership Classification (January 1): Class A: 25 and over Class B: 0 – 24

Program

See point breakdown below

Name of Session Excelling at Excel

Date Held March 14, 2023

Length of Program 1 hour

Program Content 30 Points Maximum

The group received targeted training in Microsoft Excel to help us go beyond the basics and up our data management game while communicating our datasets in meaningful ways. The speaker presented on: creating links & quick charts, identifying data with conditional formatting, specialized formatting of dates and other data, managing entries with data validation, setting up tables and pivots, and viewing trends with sparklines.

Speaker Name Dawn Monroe

Speaker Title Owner/Trainer - Dawn Monroe Training

Speaker Credentials (background) Dawn is a certified Microsoft Office Specialist Master (MOSM) and Modern Classroom Certified Trainer (MCCT) among many other certifications and has over 30 years experience in training others.

Continuing Education Units (CEU's) Earned? Yes No 10 Points Maximum
CCE Recertification Points Earned? Yes No

CEU Control Number 32358

Participation

20 Points Maximum

Members Number in Attendance 11 % of Membership 55

Non Members Number in Attendance 5

Total Attendance 16

Number of new members gained as a result of attendance at this regular meeting 0

Publicity

(Please attached copy of the meeting notice)

10 Points Maximum

How was this program promoted and to whom:

A unique flyer was created and this session was promoted by email to our membership as well as our list of potential members and other interested local parties. We also published this on our chapter's CFDD website and our Facebook page. Lastly, as we presented this as a hybrid session, we publicized through the (very convenient) national channel of email announcements that go out to all chapters.

Reason to Consider

30 Points Maximum

Why did you select this particular program for consideration for this award?

This program is a no-brainer and a privilege to get to submit in consideration for the regular program award. This session was our highest attended program for all of 2023. Not only did we have 11 members in attendance (which at the time accounted for 55% of our membership!), but because this was a hybrid session offered on Zoom as well as in-person, we also were able to host 5 non-members from other CFDD chapters which is a testament to the cross-national educational perk of being a part of CFDD. Of the 16 total in attendance, 7 joined by Zoom and 9 joined in person over lunch at Scotch & Sirloin in Wichita. The content was highly useful and easily implementable to anyone's workflow to elevate their skillset in building reports and presenting data in a much clearer and attractive manner. Our instructor was an excellent and experienced teacher and we were able to have so many take-aways in one single hour. One of my favorite things is that this was a first-time presenter to our group, but not our last time! We have forged a relationship to be able to utilize her assistance in the year as needed for pop-up questions (I can vouch for this one personally), and we are looking forward to collaborating with her again in another month's program this year as a warmly welcomed returning presenter for our group.

Completed application forms should be submitted with the information requested and must be received by **March 15**.

The name of the file containing the nomination form should be as follows: RegProg_ChapterName.doc. Example: RegProg_Albuquerque.doc. The name of the file containing samples should be as follows RegProgSamples_ChapterName.doc. Example: RegProgSamples_Albuquerque.doc.

Your signature, represented by typing your name, attests to the validity of the information provided to the best of your knowledge.

NACM – CFDD
8840 Columbia 100 Parkway
Columbia, MD 21045
P: 410-740-5560
F: 410-740-5574
E: cfdd@nacm.org

Lisa Burns **03/14/2024**
Chapter Program Chairman (representing signature) Date

Lisa Burns **03/14/2024**
Chapter President (representing signature) Date

5 Pages Maximum
(not including sample newsletter)

Revised December 2019