

CAS Annual Meeting TIPS on CASE DISCUSSION FORMAT

1. You will be the only person presenting.
2. The total time allotted is 45 minutes.
3. The room provided accommodates approximately 100 delegates.
4. AV equipment for a PowerPoint presentation and a podium with a microphone will be provided.
5. The aim of a case discussion is to use a case to highlight problems in or aspects of anaesthesia practice. It is meant to be informal. It should be interactive. When the group is relatively small – for instance 10-12 people – it's easy to provide interaction. With the potential of very large groups you will need to be creative. Some suggestions:
 - Have questions prepared on which people can vote.
 - Think about a way in which a debate could be provided
 - Give the audience question cards as they enter, as the case is presented participants are encouraged to write questions on the card, have a volunteer collect the cards and answer as many as seem relevant to you.
 - If you know in advance that the group will be large, ask for a couple of microphones for the audience – when someone asks a question and you think others in the audience can answer, ask the audience “who thinks they can answer this?” Encourage interaction amongst participants and step in when they are stuck.
6. For your case discussion, identify three to five issues that you wish to raise during the discussion. These issues will form the basis of the learning objectives.
7. Use one or two cases as talking points to illustrate the issues.
8. The case(s) presented should be brief.
9. Feedback from previous meetings indicates that delegates do not want a lecture; they want to participate in a discussion.
10. The audience expects to engage in questions and answers throughout the case discussion and not just at the end.
11. During the case(s), the audience should be invited to provide their input, e.g., what they would do differently.
12. Discuss reasons why some of the audience's answers are wrong or differ from yours, e.g., geography, culture, misconceptions, misinterpretation of publications.

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13. Discuss the issues in depth and provide references if relevant.
14. Issues can be presented one at a time, with one case illustrating each issue, or all the issues can be presented in one case.