

Instructions for the NMEDA Introduction Presentation for Vocational Rehabilitation Agencies

The NMEDA introduction PowerPoint presentation is designed to help introduce your business as a NMEDA member to nearly any local, State or Federal agency that oversees automotive mobility related funding and/or bid process.

1. Download the presentation from the NMEDA Website and save it on your computer hard drive. You should be able to open it with any version of PowerPoint 1997 or later.
2. Open the presentation and fill in your businesses name on the Title Page above NMEDA's.
3. On the second page you will find room to add facts about your company (name, contact information, memberships, certifications, products and services offered, etc.)
4. Be sure to create a verbal bridge for yourself to the NMEDA portion of the presentation. i.e. "Now I'd like to tell why NMEDA is important to you and the people you serve."
5. The rest of the presentation is fairly self-explanatory. You can make revisions to it to fit your situation, but if you make any changes be sure to check with the NMEDA office to ensure accuracy.
6. One option to consider is reprising your company information at the end of the presentation or present the NMEDA information first so that you establish the NMEDA credential upfront and your business is the last thing they see.
7. If you have any questions about using this presentation, please feel free to contact the NMEDA off at 800-833-0427 or email to info@NMEDA.org.

NOTE: Only NMEDA members in good standing are authorized to use this presentation. Any fraudulent or misuse of this presentation could result in an ethics violation which could result in a suspension from NMEDA membership.