Paper Presenter Instructions

Congratulations on the acceptance of your abstract as a Paper Presentation!

Case Chats: Paper Presentations

There are nine paper presentations in each one-hour session. Each presentation should be no longer than **four minutes** in length. All paper presenters are required to submit the following items by December 9:

- A full research manuscript
- A case study related to your research

For more information on manuscripts and case studies, please see our <u>Manuscript and Case Study</u> <u>Submission Requirements</u> document.

Disclosure

Please ensure that the first or second slide of your presentation displays a disclosure on behalf of yourself AND all co-authors. Fither:



or



These slides are available for download on the Faculty and Presenter Resources page.

Presentation

Your PowerPoint presentation can be uploaded prior to the meeting (via our AV partner's site, Orchestrate), or you may upload your presentation on-site in the Speaker Ready Room. Presenting authors will be notified via email when the Orchestrate site is open for uploads, generally a few weeks prior to the meeting.

Tips:

- Visit the Speaker Ready Room prior to your session to upload and/or review your presentation.
- Arrive in the presentation room at least 10 minutes prior to the start of the session.
- Sit in the front row reserved for presenters.
- Be prepared to participate in Q&A and discussion.

If you have any questions, please contact:

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