Onsite Presenter Information

- Bring presentation on flash drive
- Verify date, time and room for your presentation
- Arrive in room 10 minutes prior to session start
- Locate room moderator/timekeeper
- Load presentation on computer at front of room
- Be prepared to introduce yourself and any co-presenters before you start your talk, the moderator will only state the name of your presentation title

Room Reminders

Grand Ballroom is LIVESTREAM: Your presentation will be streamed to online audience in real-time. It will be recorded (camera, screen, audio) and moved to on-demand shortly after the conference.

- For most presentations in the Grand Ballroom, our EMCEE will be the moderator to welcome the audience and close the session
- You will be on a stage
- The room is large – it holds 350
- There will be cameras
- Acknowledge the online audience by looking at the camera

Tower A is LIVESTREAM: Your presentation will be streamed to online audience in real-time. It will be recorded (camera, screen, audio) and moved to on-demand shortly after the conference.

- Room moderator/timekeepers will vary by day
- Podium and headtable will be at the front of the room
- Room seats ~50 people
- Camera will be stationary – don’t move around much when you talk
- Acknowledge the online audience

Towers B - D are ONSITE ONLY: Your presentation will be recorded (screen and audio only) and moved to on-demand shortly after the conference.

- Room moderator/timekeepers will vary by day
- Podium will and headtable will be at the front of the room
- Rooms seat ~50 people