Presenter Instructions

Presentation Upload

- Please project in widescreen (16:9)

- Presentations must be in either PowerPoint or Keynote

- Speaker times are strictly enforced to ensure the program stays on schedule.

- A Financial Disclosure Slide is **required** at the beginning of your presentation – this will be held on screen for 5 seconds

- Moderators will oversee panel and group discussions as identified in your symposium

- Upload your presentation slides at the following link: https://uploadmypresentation.com/ags/presentation-upload. Please upload your slides by **Monday, February 17th**. Changes may be made at the speaker ready station in the Committee Room.

- You are required to check-in at the Speaker Ready Station in the Committee Room at least 6 hours prior to your presentation time to confirm or finalize your presentation.

Participation

- All general sessions will be held in the Regency Ballroom at the Omni Shoreham Hotel and streamed into the virtual meeting platform.

- You should plan to be present for your *entire* symposium time, not just your presentation time.

- Please arrive in the general session room 15 minutes prior to your symposium start time.

- Your moderator will require you to sit either on the stage or in the front row.