



Presenter Instructions

Presentation Upload

- Please project in widescreen (16:9)
- 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
- In February you will be provided with a unique link to upload your presentation. Presentations must be uploaded to the FTP site by **Monday, March 11th**.
- You are required to check-in at the speaker ready station at least 6 hours prior to your presentation time to confirm or finalize your presentation.

Participation

- All general sessions will be held in the Golden Gate Ballroom at the San Francisco Marriott Marquis.
- 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.