PRESENTATION ABSTRACT – REQUIREMENTS FOR SUBMITTAL

Abstract submissions are due by June 30, 2012.

Guidance Notes

Abstracts should include a brief description of the topic proposed for the conference. The abstract will be used to evaluate and select topics from a large number of submissions, so please include a compelling but brief message.

The abstract will be used to:
ÅEvaluate, compare and select topics for presentations
ÅProvide conference attendees with information about content for breakout and poster sessions

Additional details on presentation size, format, etc., will be provided following the selection process. General guidelines for presentations include:
Å45 minutes in length. 30-minute presentation followed by a 15-minute Q&A session
Å10-15 PowerPoint slides total
ÅPowerPoint template will be provided
ÅTarget audience of approximately 125 people per breakout room

Timeline:
June 30, 2012: Abstracts due.
Ongoing Basis: Abstract selections notifications will be made on a rolling basis.
September 1, 2012: Presentation & commitment to present due. Final abstract submitted for publication.