



78th SWCS INTERNATIONAL ANNUAL CONFERENCE

INFORMATION FOR PROFESSIONAL DEVELOPMENT SESSION ORGANIZERS AND PRESENTERS

Below you will find information regarding your professional development session.

PRESENTER DETAILS

- All professional development presenters must be available on scheduled day between August 6-9, 2023, to present live in person.
- Professional development sessions are either 40- or 90-minute sessions that further enrich the skill set of conservation professionals across a diverse range of fields.
- Professional development moderator and presenter(s) are the responsibility of each session organizer; information is required within the submission form. SWCS will provide a tech volunteer in your session.
- The meeting rooms are equipped with Internet, audio, lectern, wireless microphone, AV cart, laptop, screen, projector, extension cord, and a slide advance remote. Please note that all presenters are required to utilize the laptop provided in the meeting room.
- Each presenter should bring an appropriate-length PowerPoint on a USB drive to the conference. Remember to consider limiting text on slides and including meaningful graphics and representative images. Handouts are welcome but are your responsibility.
- We advise you to report to your presentation room 15 minutes prior to the session start time.
- Your session description will be published in the SWCS Abstract Book, and your PowerPoint presentation will be shared in the virtual resources platform following the event. If you do not wish to have your presentation posted, please email events@swcs.org.



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IMPORTANT DEADLINES

- Professional development session organizers: Please submit the following items in one Word document to events@swcs.org no later than **June 14, 2023** (view the template options provided on the next page):
 - Title of individual presentations
 - Description (maximum of 2,000 characters including spaces) for individual presentations (optional)
- In order for your professional development session to remain on the conference program, you will need to complete your conference registration no later than **June 14, 2023**. Once released, registration information can be found at www.swcs.org/23AC. Please remember, all presenters must be registered.
- Professional development session organizers: If you need to withdraw your session, you must email events@swcs.org no later than **June 14, 2023**. Withdrawing after this deadline causes issues with our program, so we ask for your cooperation and consideration. We will accept fill-in presenters if you are unable to attend.
- Optional: Professional development organizers will have the opportunity to submit a video recording of their session to be included on the virtual resources platform following the event. This is separate from the requirement of presenting live and in person. Videos are the responsibility of the professional development organizers and must be housed externally. If interested in participating in this virtual aspect, submit the website URL of the video link (ex: YouTube link) to events@swcs.org no later than **August 18, 2023**, to be included within the virtual resources platform. View the Recording Instructions found at www.swcs.org/23AC.

Additional information will be sent to the primary author of the professional development session and will be available at www.swcs.org/23AC as released.



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TEMPLATES

Please note that we are requesting professional development speaker transitions to align with the oral presentation transitions when possible, which happen every 20 minutes. This only applies to sessions with more than one speaker.

Option 1

Professional Development Title

Moderator: Moderator Name, Moderator Organization

Presenters: Presenter Name, Presenter Organization; Presenter Name, Presenter Organization

(Only include original abstract)

Option 2

Professional Development Title

Moderator: Moderator Name, Moderator Organization

Presentation 1: Title - Presenter Name, Presenter Organization

Abstract (maximum of 2,000 characters including spaces) for individual presentation (optional)

Presentation 2: Title - Presenter Name, Presenter Organization

Abstract (maximum of 2,000 characters including spaces) for individual presentation (optional)

Presentation 3: Title - Presenter Name, Presenter Organization

Abstract (maximum of 2,000 characters including spaces) for individual presentation (optional)