

MODERATED POSTER PRESENTER CHECKLIST

ACCEPTING YOUR ROLE

- Click email link to accept invitation.
- Register for #HRS2024 and book your hotel.
- Upload your headshot via your HRS Profile.

CONFIRMING YOUR SESSION

- View your invitation for presentation information including date, time, and location within the Abstract Pavilion.
- Prepare your ePoster PDF. Decide if you will utilize this PDF *or* create slides for use during your presentation.

PREPARING YOUR PRESENTATION

- View Presenter resources and FAQs on HeartRhythm.com
- Prepare your ePoster (required) and slides (optional).
- Upload your PDF (and slides, if using) by **May 8, 2024**, so it can be accessed onsite when you present.
- Practice, practice, practice!
- Share information about your session on social media to encourage attendance.

DURING YOUR SESSION

- Smile and introduce yourself.
- Speak up and talk to the audience, not the screen.
- Stick to your allotted time.
- If additional discussion is required after your presentation has ended, visit the designated areas within the Abstract Pavilion to continue the conversation with attendees.