

ROUNDTABLE SPEAKER SESSION INFORMATION



Tips and Tricks to Make the Most of Your Session

SESSION OVERVIEW

- 3 roundtable sessions are being offered with up to 40 experts per session.
- Attendees can pre-register in advance to express their interest, but actual seats at each table will not be given out until the hour before each session.
- Those who pre-register will have 45-min of “early access” to claim their seat at the table.



PREPARING FOR YOUR SESSION

- No A/V equipment will be available so there is no need to prepare slides.
- You may wish to prepare a handout for attendees, though this is not required.
- Review your assigned topic and think about the key points you would want to share with those interested in the topic.
- Think about the most likely questions they might have for you as the expert and come prepared to answer them.

SESSION ROOM SET-UP

- Table numbers will be assigned in May and can be found by accessing your invitation in ScholarOne beginning May 1st.
- Each table will host up to 9 attendees.
- Tables will be marked with table numbers so you can easily find your assigned table. Maps with table numbers will also be available outside the session room.



LEADING THE DISCUSSION

- These sessions are intended to be more informal and conversational, a chance for attendees to get up close and personal with you as the expert.
- Keep things light, share your experience and expertise.
- Come prepared to answer attendees’ questions on your assigned topic as well as likely “what would you do” questions.
- Enjoy the rest of your time at #HRS2024!

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