## SPEAKER GUIDELINES

## Livestream Sessions

Please follow the below guidelines in preparation for your presentation at the National Environmental Health Association (NEHA) Annual Educational Conference & Exhibition (AEC). Please direct any questions to Elizabeth Grenier at <a href="mailto:egrenier@neha.org">egrenier@neha.org</a>.

## Before the AEC

Register for the AEC: Only registered Speakers will be permitted to present and granted access to the AEC Platform/App

Prepare your Presentation: Work with your co -presenters and/or panelists to develop your presentation, including any slide decks, visual aids, and handouts.

Practice your Presentation: Practice your presentation verbally the AEC.

œ We recommend you also email these to yourself S lost or not functioning properly

œ Your slides will not be collecting in advance

AEC Speaker Page: Visit AEC Presenters page for update

Explore the AEC Virtual Platform: Download the NEHA 2024 AEC App, available in your iOS App Store or Google Play Store. You will be sent an invitation to join the platform as a speaker. The platform will house everything you need to know about the AEC, including the agenda, locations, events, virtual poster hall, resources, communication platform, etc.

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Check in at Registration:

Handouts: You may provide your audience with handouts. The Moderator can assist you with distribution.