Information about Table Top Presentations

Table Top Presentations
Participants wishing to submit an abstract for a table top presentation should read the information below regarding table tops as many people may not be familiar with this newer style of presenting which encourages and promotes greater networking opportunities.

Description
Table tops act as a pathway for networking and sharing of information directly with delegates in an interactive setting. Table Tops were introduced at the 2015 conference in Montreal and were hugely popular amongst delegates. Table Tops involve multiple presenters, with each presenter at a round table of up to 9 participants. Presentations will be a total of 10 minutes’ duration, with five minutes to present, and five minutes for extension, adaptation or discussion of the presentation.

How it works
The room will hold up to 20 tables each with a table number allocated. Each table will have seats for up to 9 delegates and 1 speaker.

Each speaker will sit at a seat marked with a ‘reserved for table top speaker’ sign. There will be a maximum of 20 presenters in each session.

The initial table you sit at is based on the number allocated by your name in the Conference Program.

Each presentation has been allocated 10 minutes. It is up to you how you wish to divide your 10 minutes between presenting and discussion time.

Once your 10 minutes is up, music will start playing and you will need to move to the next table number then repeat your presentation. If you are located on Table 20 you move to Table 1 and continue. Presenters will present approximately 6 to 7 times during a session.

Only 1 speaker is able to present a table top. Dual presenters are not permitted.

What to Bring
What you bring with you needs to be easily moved from table to table in a short amount of time.

We encourage all presenters to provide visual aids such as folders, promotional material, handouts etc.

If you are using an electronic device, it will need to be cable free and have full charge. Power points will not be available to charge devices before, during or after the session. No cabling can be used during the session for the safety of presenters and delegates.

It is recommended that business cards are readily made available by speakers for delegates.

Remember that your presentation should be short, engaging and interactive.