

BOSS 2018 Presenter FAQs



1. As a presenter, will I need to register for the conference?

No, presenters are granted complimentary registration. As we have a limited number of complimentary tickets, the moderator of panels will be provided with a complimentary ticket, and panelists will need to pay for a ticket if they would like to attend the full day.

2. Will the BOSS Team cover any other conference-related expenses for presenters?

No, the BOSS Team does not cover any other conference-related expenses for presenters. As a not-for-profit, Vantage Point is unable to provide assistance for travel or lodging including taxes and fees on all travel expenses to presenters. Presenters are responsible for their own travel and lodging expenses.

3. Can I invite a co-presenter to my session?

Yes; however, as we have limited complimentary registrations, the co-presenter would be required to pay for their BOSS ticket.

4. When will I be informed if my proposal has been accepted?

We anticipate to make a decision by the end of April, 2018.

5. What should be final presentation look like?

A powerpoint presentation using the BOSS template is your final product. We require presenters to submit a final presentation by **August 15, 2018** so that it is available to conference attendees. This material, along with the full abstract and information about the presenters, becomes part of the conference materials that remain on the website.

6. Does the BOSS Team provide laptops for presenters to use?

Yes, each room is equipped with a projector, PC laptop running Windows, microphones will be supplied as needed in larger rooms, wireless presenter remote and a screen. Presenters should plan to provide their own additional specialized equipment (e.g. speakers or MAC accessories) at a personal cost.

7. Who would I ask if I needed technical help during my presentation?

Each session will have a room ambassador who will introduce themselves to you before your session. They will report technical issues to the AV manager and clean the room at the end of the session.

8. May I bring hand-outs for my presentation?

Due to the number of presentations, we are unable to make photocopies of any presentation materials, either onsite or prior to the conference. We encourage you to submit your presentation and any support materials to post on bossvancouver.com. If you feel you must provide handouts during your presentation, we recommend bringing at least 50 copies. If there are extra handouts, you may bring them to the Registration Desk and they will be displayed for others to pick-up.

9. Do you provide flip charts in the presentation rooms?

Flipcharts are provided for workshop presenters on request only; otherwise they will not be provided in all presentation rooms. However, we recommend that you start a Word document and project it as your "flip chart" and then share it as a Google doc with any participants who want access after your presentation.

10. May I promote my session on Twitter, LinkedIn and other social media platforms?

Yes! Let's work together to create some buzz about your participation in this conference! Please promote your own presentation as well as the conference in general to your colleagues and social networks. The Vantage Point's twitter handle is @vantagepnt; the hashtag for this conference is #BOSS2018. Feel free to create hashtags for your own presentation as well. We suggest you post hashtags at the start of your session and encourage attendees to use them.

11. What should I do when I arrive at the conference?

Check in and pickup your name badge at the conference registration desk.

12. How can I share my conference materials and use social media with my presentation?

It is becoming increasingly common for conference participants to document and disseminate the information shared in conference sessions through social media. We are requesting that you help them (and us) capture, credit, and amplify your message more effectively and accurately. Here are some best practices and ideas for your consideration:

Include your Twitter handle and conference hashtag on each slide. If you do not have a Twitter handle, consider including an affiliated program or organization. Doing so benefits you in several ways. First, it provides session attendees with an easy way to give you credit for your ideas.

Second, it allows you to monitor what attendees are tweeting about in your session. Be explicit (in advance) about things you don't want shared beyond the room. If there are a few ideas within your talk that are sensitive in nature, make that clear to your audience.