ISPOR

Improving healthcare decisions

ISPOR Europe 2023

Educational Symposium Kick-Off Call

ISPOR Contacts

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Go to for: contact questions, registration, catering, marketing/recognition

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General Meeting Information

Meeting Theme

HEOR at the Nexus of Policy and Science

- ISPOR Europe 2023 is an in-person event taking place at the Bella Center Copenhagen in Copenhagen, Denmark, 12-15 November 2023.

- Speakers are expected to present in-person in Copenhagen, Denmark.

- All sessions are 60-minute experiences. Within the 60-minutes we encourage you to plan for approximately 10-15 minutes of Q&A time with the audience.

- Sessions will be recorded and made available for on-demand viewing through the Digital Conference Pass.

Recognition

ISPOR is pleased to provide the following recognition:

- One pre-conference email to ISPOR's global database prior to the conference
- Daily attendee email one day prior to the conference to all registered delegates
- Title and description listed in the final program schedule
- Recognition as an Educational Symposium host in a 2023 edition of the Value & Outcomes Spotlight Journal
- X (formerly Twitter), Facebook and LinkedIn post promoting the Educational Symposium session
- Recognition as an Educational Symposium host during each conference Plenary

Registration Information

- All speakers, moderators, and staff representatives participating in ISPOR Europe 2023 must be registered.

- Educational Symposia sponsors receive one complimentary full conference registration and two symposia only registrations
  - Participants not utilizing the complimentary registrations, should register on their own. Early Bird rates expire 5 October 2023!

Helpful Tip! Use the symposia only registrations for speakers attending only to present at the symposium.

Hotel Information
Don't forget to book your hotel accommodations! Please click here to learn more and reserve a hotel room for ISPOR Europe 2023.

Session Room Set

- Educational Symposia use breakout session rooms with the following set:
  - Theater seating (chairs without tables)
  - Stage with podium and head table with (4) chairs
  - AV

Reminders

- Room location is determined by ISPOR staff.

- Room location, set-up, and AV cannot be modified by the sponsor.

- Sponsor-provided signage is not permitted inside or outside of the session room.

- Handouts, bags, or other branded items cannot be distributed inside or outside of the session room.

- Educational Symposia run concurrent with other sessions.

Session AV

- The session room will be equipped with a:
  - projector with a screen
  - laptop at the podium
  - slide advancer
  - speaker timer
  - head table microphones
  - podium microphone

Important!

- Speakers are unable to present using presenter view and are encouraged to print any notes prior to their presentation.
- Speakers will only have access to their PowerPoint presentation and cannot access the internet or other software.
- Presentations cannot be uploaded or modified in the session room.
- There will not be a dedicated AV technician in the session room. Speakers will be able to alert AV technicians that assistance is needed from the podium laptop. ISPOR staff will also be floating around the session rooms to assist with any speaker needs.

☑ Interactive audience polling is available! Details to follow.

A Speaker Ready Room will be available on-site to view uploaded presentations and make any last-minute changes.

Submitting Session Details
Deadline: Friday, 25 August

Submission Site: https://ispor.confex.com/ispor/euro2023/symp/cfp.cgi

The following information is required when submitting your session details:

- Session Title
- Company Name
- Company Social Media Handles
- Session Topic/Category *new for searchable program!*
- Session Description
- Moderator (if applicable) and Speaker Details to include first name, last name, advanced degrees, job title, organization, city, state, country, and email address.

NOTE: ISPOR reserves the right to approve all content and/or material used to promote sponsored sessions at ISPOR events.

ISPOR cannot guarantee visibility on signage and in the printed program for session details or changes submitted after the Friday, 25 August deadline.

Speaker Resources

- We encourage speakers to review our presentation development and delivery resources.
  - Speaker Presentation Guide
  - Presentation Development Guide
  - Q&A: A Guide for Success

- A Speaker Ready Room will be available on-site for speakers to view their uploaded presentation and make any last-minute changes.

  - **Speaker Ready Room**
    Located in Hall B5, Room B5-1

    Hours of Operation
    Sunday, 12 November: 7:00 – 17:00
    Monday, 13 November: 7:00 – 17:00
    Tuesday, 14 November: 7:00 – 17:00
    Wednesday, 15 November: 7:00 – 11:00

Speaker Agreement and Consent Form
Deadline: Thursday, 14 September

- ISPOR requires that all speakers complete the [Speaker Agreement & Consent Form](#) prior to their participation in ISPOR Europe 2023.

- When completing the Speaker Agreement & Consent Form, speakers can also upload a short bio (600 characters or less) and a high-resolution photo head shot (300 dpi .jpg file) for inclusion in the online program and mobile app.

Why do we ask speakers to complete Speaker Agreement & Consent Form?

ISPOR records all presentations for inclusion in the Digital Conference Pass and collects all slides decks and provides them as PDFs to attendees. This online form gives us permission to do this and share your session with an even wider audience!

Upcoming Deadlines

- Friday, 25 August | <u>Session Content Due</u>

- Thursday, 14 September | <u>Speaker Agreement & Consent Form Due</u>

- Friday, 29 September | Speaker and Staff Representative Registration Deadline

- Monday, 30 October | Final Slide Deck Due to ISPOR