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ISPOR Europe 2023

Exhibit Hall Theater Kick-Off Call

ISPOR Contacts

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

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Go to for: speaker needs, session development and delivery

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 30-minute experiences. Within the 30-minutes we encourage you to plan for approximately 5 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

- Theater presentations will have visibility on the ISPOR Europe 2023 website.
- Theater presentations will be listed in the [online program](#), mobile app, printed program, and onsite signage.
- ISPOR will create and place onsite signage in a high-traffic area to promote the Theater and the schedule of confirmed/approved Theater presentations.
- ISPOR will create and place onsite signage in the Exhibit Hall and at the 2023 Exhibit Hall Theater.
- ISPOR will create and display a meter board at the entrance to the Theater.

Reminder! Theater participants are permitted to display their own signage in their exhibit booth (only).

Registration Information

- All speakers, moderators, and staff representatives participating in ISPOR 2023 must be registered.
- Exhibit Hall Theater sponsors receive one complimentary full conference registration.
 - Please complete the [ISPOR 2023 Exhibit Hall Theater Complimentary Registration Information Form](#) to redeem your complimentary registration.
 - Participants not utilizing the complimentary registration, should [register](#) on their own. Click [here](#) to register. Early Bird rates expire October 5, 2023!

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.

Theater Setup and AV

- Exhibit Hall Theaters take place in an open area within the exhibit hall. The area will have:
 - Theater seating (chairs without tables)
 - Stage with podium and head table with (4) chairs
 - Projector and screen
 - Laptop at podium
 - Slide advancer
 - Speaker timer
 - Podium microphone
 - Head table microphones



All audio for the theater will be broadcast directly from the podium microphone to headsets worn by the attendees. Seating is limited and only attendees with headsets will be able to hear the presenters.

Reminders

- Theater location, set-up, and AV cannot be modified by the sponsor.
- A small table outside of the theater will be available for the sponsor to display handouts and have a staff representative.

Session AV Details

- 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 theater.
- **There will not be a dedicated AV technician in the theater**. Speakers will be able to alert AV technicians that assistance is needed from the podium laptop. ISPOR staff will also be floating around the theater to assist with any speaker needs.

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



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

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.

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 | Session Content Due
- Thursday, 14 September | Speaker Agreement & Consent Form Due
- Friday, 29 September | Speaker and Staff Representative Registration Deadline
- Monday, 30 October | Final Slide Deck Due to ISPOR