



Speaker and Moderator Guide

This document contains quick reference information to kick-off your ISPOR Real-World Evidence Summit 2025 planning. Additional resources including guides on developing and delivering your presentation will be made available in [the ISPOR Real-World Evidence Summit 2025 Tasks Portal](#) and on the [Speaker Resources](#) webpage. We encourage you to bookmark this page and check back frequently for updates.

OVERVIEW

Thank you for sharing your thought-leadership with ISPOR! We are looking forward to working with you and putting forward an impactful and successful summit. ISPOR Real-World Evidence Summit 2025: Through the Lens of Asia Pacific is the must-attend health economics and outcomes research (HEOR) and real-world evidence (RWE) event in Asia Pacific. The Summit brings together top experts, decision makers, and industry leaders to explore the latest breakthroughs, share cutting-edge research, and discuss innovative solutions to the region's most pressing healthcare challenges.

IMPORTANT DATES AND DEADLINES

- **Monday, 21 July Deadlines:**
 - Review and Agree to the Speaker Agreement & Consent Form via [the ISPOR Real-World Evidence Summit 2025 Tasks Portal](#)
 - Submit Your Bio/Photo via [the ISPOR Real-World Evidence Summit 2025 Tasks Portal](#)
 - [Register](#)
- **Thursday, 21 August | [Early Registration Cut-off](#)**
- **Thursday, 28 August | [Housing Cut-off](#)**
- **Sunday, 28 September – Tuesday, 30 September | ISPOR Real-World Evidence Summit 2025: Through the Lens of Asia Pacific, Tokyo, Japan**

PRESENTATION FORMAT INFORMATION

- [ISPOR Real-World Evidence Summit 2025](#) is an in-person event taking place at the [Tokyo Prince Hotel](#) in Tokyo, Japan, 28-30 September.
- **All speakers and moderators are expected to present in-person in Tokyo, Japan.**
- All sessions are 60-minute experiences. Within the 60-minutes we encourage you to plan for 10-15 minutes of Q&A time with the audience.

YOUR ISPOR REAL-WORLD EVIDENCE 2025 ACTION ITEMS

To participate in ISPOR Real-World Evidence Summit 2025, all speakers and moderators must complete the following action items:

- **Review and Agree to Speaker Agreement and Consent Form** (Deadline: 21 July)
 - *All speakers must sign this agreement in order to present. To confirm your participation and accept this agreement, follow these steps:*
 - Login to [the ISPOR Real-World Evidence Summit 2025 Tasks Portal](#) with your ISPOR web credentials
 - *Once in your ISPOR Real-World Evidence Summit 2025 Tasks portal, click on your role hyperlink listed under “ISPOR Real-World Evidence Summit 2025 – Session Notification and Action Items”*
 - *Note, if you are a Speaker or Moderator for more than one session, you may have multiple notifications under tasks.*
 - Click on “Accept” to review the Speaker Agreement and Consent Form. When ready, select “Agree” from the dropdown and click “Continue.”
 - *Once you confirm your participation by agreeing to the Speaker Agreement and Consent form, you will see your confirmation page. This confirmation lists your session details and additional ISPOR Real-World Evidence Summit 2025 action items for your quick reference.*

- **[Register](#)** (Early Registration Deadline: 21 August/Final Registration Deadline: 21 July)
 - *Speakers and Moderators receive a discount off their applicable registration rate. In the registration information section, you will see a Registrant Type box. Click the pull down and select Speaker. In the event fees section, please select the applicable rate. When you proceed to check out you will see the corresponding registration fee for speaker. We encourage you to register by **21 August** to save with our early registration rates.*

Please [click here](#) to register for ISPOR Real-World Evidence Summit 2025. ***All speakers and moderators must be registered by 21 July in order to present.***

- **[Reserve Your Hotel](#)**
 - ISPOR has negotiated the best room rates for delegates at the Tokyo Prince Hotel. Book your hotel accommodation early and enjoy the convenience of staying right at the conference venue.
 - Exclusive ISPOR room rates are noted below:
 - **Standard Room (Twin or Double):** JPY 42,000 per night (single occupancy). Room rates include breakfast, Wi-Fi, service, and fees.
 - *Lock in your stay before it's too late! **Secure your room [here](#) by Thursday, 28 August 2025.***
- **Submit Your Bio and Photo via [the ISPOR Real-World Evidence Summit 2025 Tasks Portal](#)** (Deadline: 21 July)
 - *To ensure your profile is complete and accurately represents you in the ISPOR Real-World Evidence Summit 2025 online program and mobile app, please take a moment to review and update your information in the ISPOR Real-World Evidence Summit 2025 Tasks Portal. Steps to Update Your Profile:*
 - *On your Portal page click on your name (In the upper-right corner of the screen)*
 - *From the dropdown menu, select Profile:*
 1. *Enter a short biography*

2. Upload your photo/headshot

- *Best practice: Use a 600x600 pixel square photo, ensuring that no side is smaller than 600 pixels, and position the face in the center.*

DRESS CODE

The dress code for ISPOR Real-World Evidence Summit 2025 is business casual.

What is business casual attire for men?

- Sport coat or casual blazer (optional)
- Collared shirt or casual button-down
- Tie (optional)
- Casual slacks like khakis or chinos
- Belt
- Dress shoes, loafers or nice boots (high-end athletic shoes are becoming acceptable in some areas as well)

What is business casual attire for women?

- Collared or non-collared blouse
- Slacks (at least three-quarters length)
- Dress or skirt (at or below the knee)
- High heels, dress boots or flats (open-toed shoes are becoming acceptable in the summer months)
- Modest jewelry and accessories such as printed scarves

DIVERSITY AND INCLUSION

ISPOR is strongly committed to diversity. The Society's Strategic Plan and core values embrace excellence through encouragement and acceptance of diverse ideas, cultures, and disciplines. Research submissions are encouraged from all stakeholders and are evaluated based on merit. ISPOR also aims to reflect the diversity of its membership in all endeavors and encourages consideration of diversity in abstract submissions. Diversity dimensions include (but not limited to) gender, career stage, ethnicity, race, education, sexual orientation, region/geographic location, disabilities, and religion. Additional information can be found at the Society's Diversity Policy at www.ispor.org/diversitypolicy.

QUESTIONS?

Have a question? Contact Jess Warner at jwarner@ispor.org.

Need technical support? Contact cOASIS Technical Support:

217-398-1792 (Monday through Friday 8:00 am-5:00 pm Central Standard Time) or
ispor@support.ctimeetingtech.com

We look forward to working with you to execute a great session!