

Information about Table Top Presentations

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. The format has been updated slightly since its inception based on delegate feedback from previous conferences.

How it works

The room will hold up to 12 tables and each will have a table number allocated. Each table will have seats for up to 7 delegates and 3 speakers. Each speaker will sit at a seat marked with a 'reserved for table top speaker' sign. There will be a maximum of up to 36 presenters in each concurrent session.

The initial table you sit at is based on the number allocated by your name in the Conference Program. Presenters are allocated based on themes, so you will be presenting with others who have a similar interest or area of work to yourself.

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

Once your 10 minutes is up, the Chair of the session will advise you to move to the next speaker at the table, this will occur 3 times. At the end of 30 minutes music will start playing and you will need to move to the next table number then repeat your presentation with the same presenters.

Presenters will present approximately 3 to 4 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 or that you are willing to share your LinkedIn profile if you have one.

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