



AAAL 2024 Roundtable Presentations

This document contains important information about the time and length of your presentation, audio/visual equipment, and WIFI connection at the hotel.

What to know:

Date, Time, and Location: All roundtables will be held as follows:

- (1) Sunday, March 17 in the Regency room on the 2nd floor from 8:00 am – 5:05 pm
- (2) Monday, March 18 in the Regency room on the 2nd floor from 8:00 am – 5:05 pm

Please consult with the [schedule](#) of roundtable presentations to find your designated presentation time.

Format: There will be 6 or 7 concurrent roundtable presentations in the room during your 60-minute session, shared with two other presenters. You will be assigned to a table that seats up to 10 attendees. A large poster outside of the Regency room will tell you which table you are assigned to. Make sure to check your table assignment.

Session Time Length: Your table will have three presenters, including you. The session will last for 60 minutes. Each presenter will have 10 minutes to present. After the three presentations, invite the attendees for discussion and Q&A for 30 minutes. There will be a timekeeper in the room. You and the rest of concurrent presenters at each table will be stopped after 30 minutes to begin the group discussion.

Language(s) of Presentation: Due to logistics, grouping presentations in the same language other than English was impossible. If you have indicated to present in a language other than English, please be flexible to meet the expectations of the audience.

Equipment Note: For roundtable sessions, **no A/V equipment is available**. You are free to bring a printed handout or use your own laptop, but only to show to the attendees at your table. There will be NO projector for PowerPoint slides or extension cords provided. If you bring your laptop, make sure it has enough battery power to last for the duration of your session as the proximity to outlets is uncertain.

WIFI Connection: WIFI will be available for attendees at the conference venue (Network name: AAAL2024/PW: AAAL2024) but only for personal internet surfing and email. Remember you will be sharing the internet with all other attendees. Accordingly, AAAL stresses to all presenters that internet connections may not be reliable during presentations. If during your roundtable you want to show any information on the internet, download the resource to your hard drive beforehand. **Synchronous participation or interaction (Zoom, Skype, FaceTime, etc.) is NOT allowed at any point for your session** at the AAAL 2024 conference. The WIFI infrastructure in the hotel cannot sustain multiple presenters being Zoomed in across rooms. The connections will likely collapse.

We look forward to seeing you in Houston, TX!

The AAAL 2024 Conference Team