



FAQs for HRX Presenters

Audio Visual Guidance

Is the PPT template required or just recommended?

In sessions where slides may be used, we strongly recommend that you utilize our HRX PPT Template:

<https://experiencehrx.com/wp-content/uploads/2023/08/HRX-2023-PPT-Template.pptx>.

As a reminder, HRX is a non-ACE (formerly CME) event, so there is no need to provide a slide showing your disclosures.

How do I upload my HRX presentation?

We are utilizing Clarity Experiences as our production partner for HRX 2024. Clarity will have a team on-site during the program and will be managing the collection of presentations before and during the event.

To ensure presentations are received in a timely and efficient manner, we will be collecting presentations in advance and on-site. If you are confident that your presentation is ready to be submitted in advance, this will alleviate potential wait times on-site in the speaker ready room.

ADVANCE SUBMISSIONS

To submit a presentation in advance, please provide your file in the following format to our collection site. Upload link coming soon!

File format: PresentationDay_LastName_v1.PPT

It is important to stick with this file format to ensure it is supplied to the proper on-site technicians at Clarity Experiences. This is true whether submitting your file in advance or on-site.

Once presentations have been received, they will be sorted in folders on a Google Drive so technicians in the room can access presentations for the stage they are managing.

We ask that you do your best to avoid uploading a presentation until it is final. Should you absolutely need to submit a new version, please be sure you note the version number as seen on the example above.

I want to upload my presentation in Atlanta, is this possible?

If you are using slides, we strongly recommend that you upload your presentation prior to arriving in Atlanta. However, you may upload it on site as well in the Speaker Ready Room. Please upload here: <https://info.clarityexperiences.com/hrx-2024-presentation-upload>. Please follow the instructions on the uploading site.

ON-SITE SUBMISSIONS

We will have a Speaker Ready room on-site. This room will have an operator for assistance and will be located in Magnificent 8 - Level 3 at the Signia by Hilton Atlanta.

Speaker Ready Room Hours – Magnificent 8 - Level 3 at the Signia by Hilton Atlanta

Thursday, September 21 – 8am – 6pm

Friday, September 22 – 7am – 5pm

Saturday, September 23– 7am – 12pm

Please arrive no later than one hour prior to your talk. You can provide a USB drive to the in-room operator with Clarity, and they can load it to the proper location on Google Drive.

We appreciate you taking the time to read and follow these instructions closely. Your help with this ensures a great experience for all presenters.

We look forward to hearing your presentation during this unique HRX experience!

Should you have any questions, please reach out to techsupport@clarityexperiences.com and they will assist you.

May I use my own laptop to present?

HRX will provide presentation laptops. You will not be able to use your personal laptop to present, so please ensure your slides are uploaded prior to your presentation. There will be slide advancers on the stage for you to use during your presentation.

Is there a place to connect with my co-presenters and moderator?

Prior to HRX, the moderator of your session will contact you to discuss logistics, presentation, and anything else pertinent to the session.

At HRX, you may meet each other in the Speaker Ready Room, which is the Magnificent 8 - Level 3 at the Signia by Hilton Atlanta, located on the level above the Triumph Ballroom.

How will attendees interact with me during my presentation?

During HRX, attendees will be able to ask questions via the mobile app and from audience microphones.

What is the silent theatre technology that is being used at HRX?

The HRX experience will take place in a single space, allowing each attendee to float from one content stream to another, visit with an Xhibitor or network with a fellow attendee without having to leave the room.

Each attendee will be given a headset that includes a switch enabling them to go between audio channels connected to all the HRX content in the room. Attendees can listen to the session that interests them the most by switching to the corresponding stream's channel.

How To Use The Headsets:

Throughout HRX, you will have the ability to select from the many different experiences happening within the Triumph Ballroom. We will be providing you with a headset that will allow you to change the sound source as you move throughout the room. Headsets will be picked up and returned at the same location each day. Headset channels are listed below:

Stations & Colors:

Main Stage (Stage 1): Red

Stage #2: Yellow

Stage #3: Green

Roundtable 1: Purple

Roundtable 2: Blue

HRStv - Turquoise

Please visit our attendee resource page for more information.

I have been invited as faculty in Atlanta, but I am unable to attend. Can I participate in the session remotely through Zoom or pre-record my presentation?

Unfortunately, you will need to cancel your participation as we have no remote options. If your travel plans have changed and you need to cancel, please email HRX@hrsonline.org as soon as possible.