

IDCE 2014 SPEAKER / PRESENTER PROCESSES

Proposal Submission Process: Interested parties should complete the “Speaker Request to Present” form and submit to the IDCE Conference Manager, Jenna Evans. ALL FORMS MUST BE COMPLETED ELECTRONICALLY (hand-written forms will not be accepted). All information requested in the form must be included. A copy of this form can be found on the IDCE2014 website – www.idcexpo.net, as well as available from Conference Management.

Proposal Review Process: All proposed presentations will be reviewed by the IDCE Executive Event Committee. Single speaker presentations are preferred, however, all presentation will be considered. Notifications of acceptance as well as rejection will be EMAILED. If you are submitting a proposal on behalf of someone else, please check with him or her regarding receipt of the decision. Please note the following important dates:

- Presentation Submissions Accepted Beginning 9:00AM EDT, JUNE 01, 2013
- DEADLINE to Submit Presentations: 6:00PM EDT, JUNE 30, 2013
- Final Selections: JULY 12, 2013
- Notifications to Speakers: JULY 19, 2013
- Registration Opens: AUGUST 19, 2013

The Selection Process: IDCE presenters are selected by the Event Executive Committee’s Conference Program Selection Subcommittee. Selection Criteria is based upon the following factors (but not limited to):

- Topic relation to current events and/or issues
- Educational component of presentation
- Subject Matter Expertise of Presenter
- Relation to conference agenda and other confirmed programs and/or events
- Experience presenting to international audiences

All abstracts submitted are reviewed by the Selection Sub-committee and given a ranking based upon established criteria. The sub-committee will review and debate ratings to establish a final score. Final selections are made according to the final score received. Once approved, all speakers are contacted to inform each applicant of the status of their presentation submission. Those selected will receive speaker agreements to confirm their participation in IDCE2013.