

2021 Hot Rocks Presentation Guidelines

Thank you for participating in our VetPartners™ Annual Meeting program!

Each 45-minute Hot Rocks presentation is designed for a maximum of 30 minutes of content/presentation time where you share a hot new concept, an innovative idea, a story and/or a helpful tool. In the remaining 15 minutes, we expect you to build in ways that your audience can interact with your story and ideas. Individual exercises, self-assessments, polling, traditional Q&A ... get creative.

The 45 minute maximum time will be closely adhered to, and the session moderator will alert you when your time limit is up. These time deadlines are important so that the meeting progresses in a timely fashion and we show fairness to all presenters.

Due to time constraints, we limit each presenter to a maximum of 20 PowerPoint slides, preferably less. We ask that you submit your PowerPoint slides to your Program Committee liaison and [Elizabeth McArthur](#) by no later than **January 15, 2021** for review by the Program Committee. This allows time for the committee to review your submission and request any changes; as well as allowing you to make the changes before the final presentation is submitted.

All presenters must use the VetPartners PowerPoint Slide Template. Presentations will be reviewed and pre-approved by the Program Committee. The VetPartners Slide Template may be downloaded at - <http://www.vetpartners.org/mid-year-meeting/speaker-information>. Please contact your assigned Program Committee member liaison (listed in your acceptance letter) with any questions OR if you wish to use a presentation medium other than PowerPoint (e.g. Prezi, Haiku Deck, etc.).

Similarly, all handouts must be submitted electronically to your program liaison and Elizabeth McArthur by **January 15** for pre-approval by the Program Committee. Once approved, the handouts, along with a copy of your final PowerPoint slides will be made available as a downloadable PDF file for Annual Meeting attendees.

The Hot Rocks presentations are intended to be informative and educational sessions for your peers. Please do not use this as an attempt to promote your company or your business. Please do not make reference to your company's services, and/or include or distribute company literature or sales information in either your written materials or verbal presentation. Likewise, unless otherwise approved, please do not include your business logo on your PowerPoint slides.

Lastly, any quotes or statistics cited in either your written materials or oral presentation must cite a reference to the source for this information.

Thank you for adhering to these parameters.