



Greater Everglades Ecosystem Restoration

April 21–24, 2025

Coral Springs, FL

Restoration in a Changing Climate

## Information for Session Speakers

Abstract Submission Deadline: January 8, 2025

As a session organizer, you serve as the hub of the communication wheel. Please communicate the details listed below right away. We also urge you to conduct a group call to ensure your speakers are in the loop and are aware of these details.

### Here is a list of details to share with your speakers either by email or during a planning call.

1. Remind them of the overarching theme of your session so they understand the purpose and objective. Discuss key points to be covered by each presenter to avoid redundancy.
2. Agree on a presentation order that promotes a logical, thematic flow of information, and encourage presenters to share lessons learned that may be beneficial to multiple stakeholders in the audience. Make sure your speakers know their abstract needs to reflect the core idea of their work as it relates to the session theme.
3. Speakers must submit their abstract online via the GEER web site by **January 8, 2025**. **Please ensure they meet this deadline. There is a \$35.00 fee per abstract submitted.** *(This fee cannot be waived or refunded.)*
4. Give them your preliminary session ID communicated in the session organizer notification letter.  
**IMPORTANT: When uploading their abstract, they need to indicate YES, they are presenting in a pre-approved session and select your session ID to ensure their abstract is coded to your session. If your session has TWO PARTS – they need to correctly identify which part they are speaking in – 1 or 2.** *(You may also want to ask them to include your email in the cc: field of the form, so you receive a copy of their abstract submission confirmation.)*
5. Conference speakers, session organizers/moderators **must register by March 7, 2025**, to confirm participation in the program. Confirmed registration fees will be announced when online registration opens early January 2025. For budgeting purposes, estimated fees are here: <https://conference.ifas.ufl.edu/geer/registration-information.php>
6. Communicate basic information about the session:
  - a. Each session is 90-minutes long and entails a 5-minute introduction, five 15-minute talks forming a cohesive theme and a 10-minute facilitated Q&A discussion at the end.
  - b. PowerPoint files are limited to 25 mb and must be turned in 24-hours prior to their talk.
  - c. We will be using widescreen format.
  - d. Internet is not available for presentations.
  - e. PDFs of speaker slides will be available for post-conference viewing on the GEER web site.
  - f. We will not be recording or livestreaming presentations.
  - g. All presentations will be delivered by in-person attendees. There are no remote presentation options.
7. Remind individuals they are **limited to giving one talk**. However, speakers may also present one poster.
8. The confirmed agenda with the date and time each session is scheduled will be emailed to all presenters by **February 6, 2025**. If they do not receive this notification, email Beth Miller-Tipton, right away at [bmt@ufl.edu](mailto:bmt@ufl.edu).
9. Call their attention to and mark your calendar with all [critical dates](#).

**QUESTIONS?** Contact Beth Miller-Tipton ([bmt@ufl.edu](mailto:bmt@ufl.edu)) – or – Nick Aumen ([naumen@usgs.gov](mailto:naumen@usgs.gov))

<https://conference.ifas.ufl.edu/geer>