



# GEER 2019

Greater Everglades Ecosystem Restoration  
Science Advancing Everglades Resilience and Sustainability

## Conference Call Discussion Items

April 22-25, 2019 | Coral Springs, FL

**Conference Call Deadline: Nov. 14**

As a session organizer, you serve as the hub of the communication wheel. To that end, one of your responsibilities is to conduct a conference call **no later than November 14, 2018** to brief your speakers on key deadlines and session details.

### Here is a list of what to review during the 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 **December 7, 2018**. There is a \$25.00 fee per abstract submitted (*This fee cannot be waived or refunded.*) Give them the preliminary number assigned to your session as communicated in the notification letter. When uploading their abstract, they need to indicate YES, they were asked to speak in a pre-organized session and select your session ID to ensure their abstract is coded to your session, and not another.
4. Conference speakers, session organizers and moderators must register by **Friday, March 1, 2019** to confirm participation in the program. Confirmed registration fees will be announced when online registration opens October 31st. For budgeting and planning purposes, the estimated early bird registration fee will be between \$395-\$450 for government and non-profit attendees, \$495-\$550 for industry representatives and \$295-\$350 for student attendees. There are no one-day registration fees.
5. 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. Internet is not available for presentations.
  - d. We will be using widescreen format.
6. Remind individuals they are limited to giving one talk. However, speakers may also present one or more posters.
7. The confirmed agenda with the date and time each session is scheduled will be emailed to all presenters by **February 6, 2019**. If they do not receive this notification, they need to contact the GEER coordinator, Beth Miller-Tipton, right away at [bmt@ufl.edu](mailto:bmt@ufl.edu)
8. Mark your calendar with all critical dates posted at this link: [www.conference.ifas.ufl.edu/geer2019/deadlines.html](http://www.conference.ifas.ufl.edu/geer2019/deadlines.html)

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

[conference.ifas.ufl.edu/geer2019](http://conference.ifas.ufl.edu/geer2019)