National Conference on Ecosystem Restoration

As a session organizer, you are the hub of communication between NCER and your panelists. We are relying on you to keep them informed, ensure they prepare to be an engaged panelist, and that they register by the deadline to confirm.

Please communicate this list of details to your panelists by June 30 via group call, Zoom, or email.

Panel Sessions: Entail facilitated discussion with a <u>maximum of four panelists</u> plus the session organize/moderator.

1. REQUIREMENT: Panelists and organizers/moderators must register **by December 5, 2025** to confirm a spot in the program. Online registration opens roughly one week prior to the abstract submission deadline. Once again, NCER 2024 is booked at a relatively small venue, and we expect robust attendance. If/when capacity is reached, we may need to close registration and establish a waiting list. Speakers, moderators, panelists, and poster presenters must register by December 5 to confirm a spot on the program. **[Registration information is posted here](#)**.

2. Make sure your panelists know the format and overarching theme of your session. The realm of their contribution to the panel needs to reflect the core of their expertise as it relates to the session theme.

3. Encourage panelists to share beneficial lessons learned that are integrative and that promote the transfer of regional-based knowledge to a broader audience operating in diverse ecosystems. Our goal is to feature sessions that share best practices, successful methods, and solutions to challenges affecting ecosystem restoration throughout the U.S. and beyond. In keeping with the conference theme, they should also emphasize the return on investment of their work/projects.

4. If panelists will be making brief presentations, agree on an order that promotes a logical, thematic flow of information. Repetitive information is a common mistake among panels so please discuss key points to be covered by each panelist in advance to avoid redundancy during the session.

5. Individuals are limited to presenting once on the program – either to give a talk or to serve on a panel, but not both. However, speakers and panelists may also present one poster.

6. **Individual panelists do <u>not</u> need to submit an abstract, but the PANEL SESSION ORGANIZER must submit one abstract on behalf of the entire panel using this [PANEL ABSTRACT TEMPLATE](#).**

7. One abstract on behalf of your panel must be submitted via the NCER web site by **<u>September 12, 2025</u>**.

8. There is a $35.00 fee per abstract submitted *(This fee cannot be waived or refunded.)*

9. <u>Communicate basic information about the session</u>: *(All sessions are 90-minutes long.)*

    a. If panelists will use PowerPoint, the organizer must collect and combine all files into one deck.
    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 any presentations.
    d. All presentations will be live and in-person. This will not be a hybrid conference.
    e. Sessions will <u>not</u> be recorded. We will request permission to share a PDF of your slides on the web site.

10. **IMPORTANT:** Share [these helpful tips](#) with your panelists so they know the Do's and Don'ts of participating.

The final agenda with the date and time each session is scheduled will be emailed to all session organizers and program participants by **<u>October 15, 2025</u>**. If anyone does not receive this notification, contact Beth Miller-Tipton right away.

QUESTIONS? Email Beth Miller-Tipton (bmt@ufl.edu)