Congratulations on having your proposal accepted! This is an important career milestone. There are a few things you need to know before you go.

Much of it can be found on the Speaker Information page of the event website. Go to the Conferences and Events section of the EDUCAUSE website and select “See All Events” to access the event finder. Once you locate your event, access its Speaker Information page.

There you’ll find answers to ...
... all of the questions running through your head! We know what you need to know. And we’re here to help.

The Speaker Information page is specific to the event at which you’ll present. You’ll find links to update your profile and upload your presentation resources. There are links to registration and travel accommodations. There are lots of Frequently Asked Questions – and answers.
Among all of the things you need to know, don't miss this one. It's important that your session title and abstract line up with your presentation. Maybe things have shifted a bit since you submitted your proposal? Now is the time to make adjustments and realign.

It’s critical to your success. Attendees take your title and abstract to heart. When the presentation matches up with the program, everyone wins. Participants may become disgruntled otherwise and that may impact session evaluations. So if you need to edit your session information, please do so.

Contact the Speaker Liaison (listed on your event speaker information page) for assistance with this or additional information about event logistics.
The Speaker information page also links to the Speaker Concierge site. The Speaker Concierge has everything you need to present your best at EDUCAUSE.

Be sure to take advantage of these resources for every step of the process – whether you are speaking face-to-face, online or both, or you are presenting a poste. We have techniques, tools, and tips for writing proposals, crafting presentations, engaging your audience, facilitating discussion, and promoting your session and your good work.

Contact the Speaker Concierge if you have questions as you prepare to make event program contributions (speakerconcierge@educause.edu).
The Speaker Concierge is here to help!

Speaker Concierge Resources

Please be in touch for assistance.

speakerconcierge@educause.edu

www.educause.edu/conferences-events/speaker-concierge

The Speaker Concierge is here to help!