



# GSA 2022

Embracing Our Diversity. Enriching Our Discovery.  
Reimagining Aging.

November 2-6, 2022 | Indianapolis, IN

## Before Speakers Depart for GSA ASM

Review Speaker Procedures at [www.gsa2022.org/speakers](http://www.gsa2022.org/speakers)

### Onsite Presentation Information for Speakers

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#### Presentation Formats

*Be sure to check the Meeting Program online or in the Mobile App for any scheduling changes.*

Please bring a copy of your presentation along with you on a USB when you depart for your meeting.

#### Poster Sessions

- Poster sessions are 60 minutes. Poster sessions will take place in Exhibit Hall DE at the Indiana Convention Center.
- Set-up times for poster sessions are 30 minutes prior to your poster session. All poster presenters are responsible for the removal of their materials from boards by the end of their poster session time.
- Poster board number is the number that precedes your presentation title on the Meeting Program. Example: 1 – Presentation Title at GSA is poster board 1 during this poster session.

#### Paper Sessions

- Paper sessions are 90 minutes and are composed of four to six oral presentations grouped around a topic. Arrive 15 minutes prior to your scheduled session.
- When there are five presentations in a session, individual presentations should be no more than 18 minutes (approximately 14 minutes for presentation and 4 minutes for questions and discussion). *With fewer or more papers in a session, adjust time accordingly.*
- It is important that speakers stay within their allotted time and in the order that is listed in the Meeting Program for attendees following a schedule.
- Paper session chairs assist with time keeping and help facilitate discussion among speakers and audience participants.

#### Symposia

- Symposia are scheduled in 90-minute sessions and are composed of several presentations around a topic organized by a chair.
- A discussant can facilitate discussion between speakers and the audience.
- Chairs and/or organizers of symposia are responsible for making sure sessions begin and end on time, as well as introduce the session.



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## Registration

All speakers and discussants are [required to register](#) to attend the GSA 2022 Annual Scientific Meeting. To be eligible for the GSA member registration rate, your GSA [membership](#) must be current through December 31, 2022.

## Laptops for Presentations

**All meeting rooms will be equipped with a PC laptop that speakers are required to use. Use of personal computers for presentations is prohibited.**

## Audiovisual Equipment for Presentations

For every symposium and paper session, GSA will provide the listed equipment as standard in meeting rooms. Presenter View will not be available.

- One (1) LCD projector
- One (1) screen
- One (1) electric pointer
- One PC laptop (speakers are required to use the laptop in the meeting room)

**Please note that Presenter view/mode is not available in the rooms. Please bring your own notes if you would like to refer to them while presenting.**

*GSA does not provide Wi-Fi for paper or symposium sessions.*

All paper and symposia speakers must check-in at the Speaker Ready Room at least 4 hours prior to their scheduled presentation. The computers in the Speaker Ready Room will be configured with hardware and software exactly like the ones in the meeting room. You will access the presentation files uploaded via your Speaker Task.

It is *imperative* that you review your presentation in the Speaker Ready Room. This is where our technicians can help resolve any compatibility or formatting issues and explain the in-room setup.

Speaker Ready Room is at the Indiana Convention Center in Room 109.

## Speaker Ready Room

It is recommended that you bring a copy of your presentation on a USB. **You must submit your final presentation no later than 4 hours prior to the presentation time** for it to display in your meeting room. You may not upload your presentation in your session room or use your own laptop.

### **Speaker Ready Room Hours of Operation**

Open from 7:00 AM–6:00 PM on:

- Wednesday, November 2
- Thursday, November 3
- Friday, November 4
- Saturday, November 5
- Sunday, November 6. 7:00 – 10:00 AM

**All presentations must be uploaded in advance of the Annual Scientific Meeting.**