GUIDE for In-Person Presenters

Oral presentations are 12 minutes:
10 minutes for speaking, 2 minutes for questions.

Submit your presentations by **February 28, 2022**

Please label your files with the
Day, Time and Speaker's Last Name
        Example: Tuesday_1030_Stinkyminke

Upload to the appropriate google folder:
https://drive.google.com/drive/folders/1zCqMfHSGX3PmYO22CNzuyR7vc3TGxXSv?usp=sharing

If you are not comfortable uploading to the Google Share folder, you may email your presentation to registrar@pacificrimconcepts.com; or bring your presentation on thumb drive and submit it at least 48 hours prior to your talk.
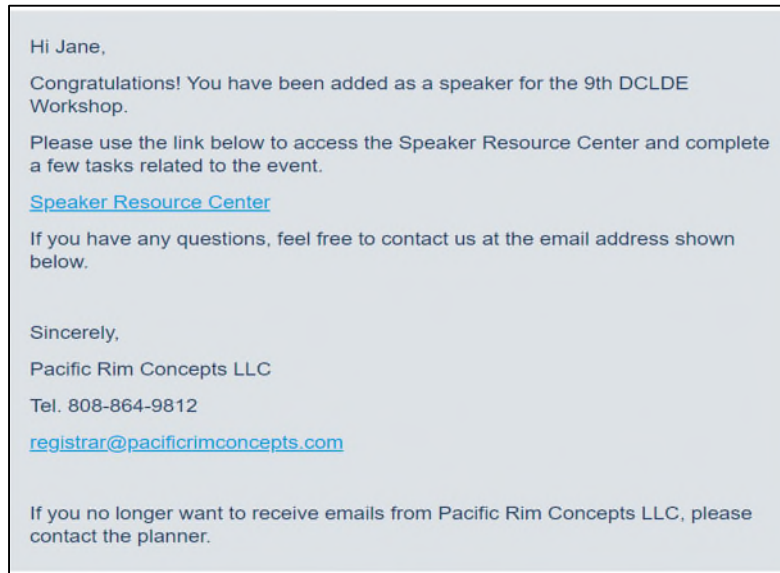

SPEAKER RESOURCE CENTER

The DCLDE will be using a platform called Attendee Hub via CVENT for its hybrid event, and one of the features is the Speaker Resource Center (SRC). Please help us build the SRC by following the instructions below. We will have already loaded the SRC with your name, email, and associated session. We would like you to provide a bio and headshot to complete your profile.
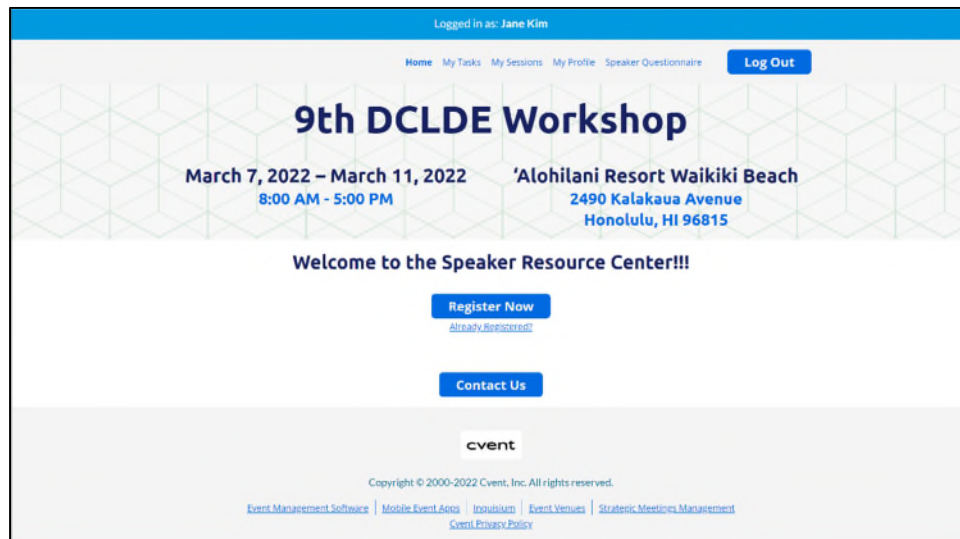
In the SRC is a task list to help our team manage all of the presenters. Your cooperation in adhering to the tasks and due date will be most appreciated, not only by the organizers, but also your fellow attendees. Attendee Hub will be launched and made available for all attendees to view and get to know who the presenters are and their work.

SPEAKER RESOURCE CENTER INSTRUCTIONS

All DCLDE speakers will get an email with the link to the Speaker Resource Center (SRC). See example email below:
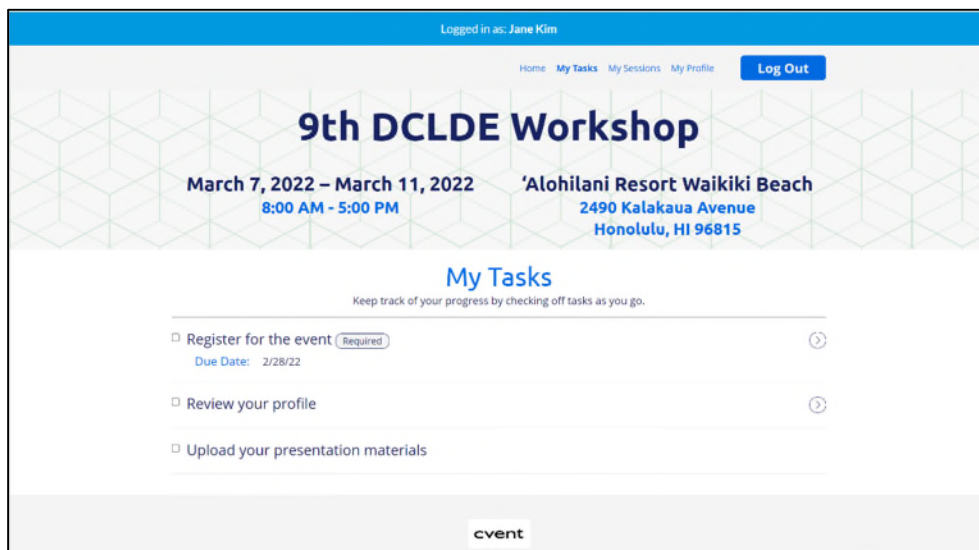
Hi Jane,

Congratulations! You have been added as a speaker for the 9th DCLDE Workshop.

Please use the link below to access the Speaker Resource Center and complete a few tasks related to the event.

Speaker Resource Center

If you have any questions, feel free to contact us at the email address shown below.

Sincerely,

Pacific Rim Concepts LLC

Tel. 808-864-9812

registrar@pacificrimconcepts.com

If you no longer want to receive emails from Pacific Rim Concepts LLC, please contact the planner.

Click on "Speaker Resource Center" and you will be directed to the Speaker portal.

Logged in as: **Jane Kim**

Home My Tasks My Sessions My Profile Speaker Questionnaire **Log Out**

9th DCLDE Workshop

March 7, 2022 – March 11, 2022
8:00 AM - 5:00 PM

'Alohilani Resort Waikiki Beach
2490 Kalakaua Avenue
Honolulu, HI 96815

Welcome to the Speaker Resource Center!!!

Register Now
Already Registered?

Contact Us

cvent

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If you have not registered for the conference, you can register by clicking the **"Register Now"** button. All speakers must be registered.
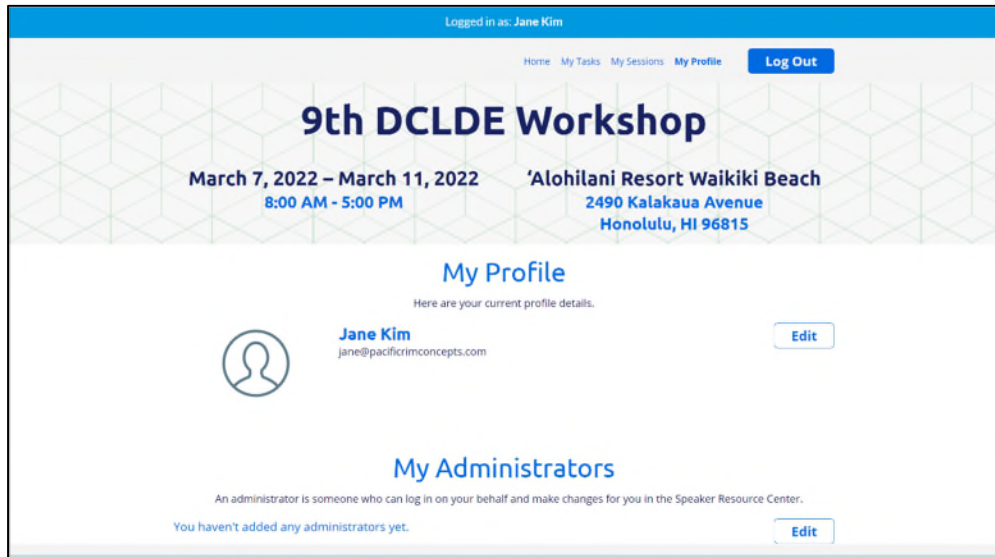

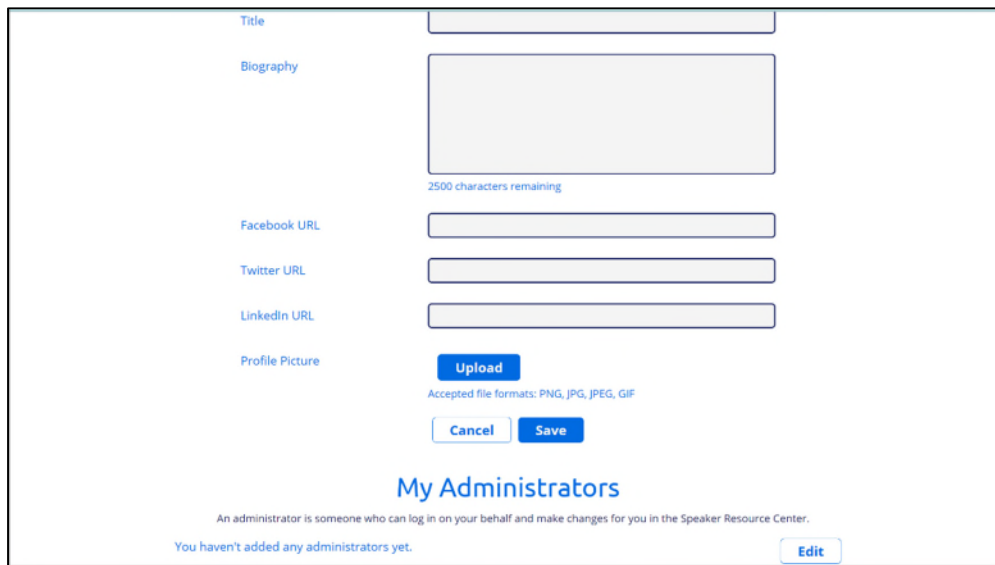Back to the SRC. Click on **"My Tasks"** to view your task list.

UPDATE your PROFILE

In the **"My Profile"** tab, you can edit your name and contact information.

Insert a biography and upload your picture. See page below: