CRCPD's Speaker Requirements

Rev. January 2025

Registration and Appropriate Fees

All speakers must register and pay the appropriate registration fee. Registration will be open during the first week of February and on our web site at www.crcpd.org.

o If you are not registering for the entire conference but plan on attending sessions other than the one in which you present, you must register for the day you plan on attending and pay the appropriate registration fee.

o If you will be providing your presentation and leaving following your session, you need to register as an "In and Out Speaker" but you are not required to pay a registration fee.

Speaker Presenter Requirements/Due Dates

Visual Aids
o All speaker visual aids are required to be previewed prior to presenting. A computer will be available at the meeting in the CRCPD office for this purpose if needed.

April 21
o Exact title of paper
o Presenters position title for listing in the program
o Short bio for introductory purposes – **50 words or less**. This bio will also appear in the 57th National Conference Program.
o Headshot picture for listing in the program. **Pictures should be of good quality and preferably from the chest up.**

May 5
o PowerPoint presentation
o Manuscript (for the Proceedings)

Unless noted otherwise, all required materials are to be submitted to Bruce Hirschler via e-mail at bhirschler@crcpd.org. Additional requirements and guidance are available in the attached documents:

- *Audio/Visual Guide*
- *Proceedings Guide*

Conference of Radiation Control Program Directors, Inc. (CRCPD), 201 Brighton Park Blvd., Suite 1, Frankfort, KY 40601
Tele: 502/227-4543   Website: www.crcpd.org

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