



# Presenter Responsibility

## 2019 APM Accepted Presenter Compliance Policy

- All presenters listed on the proposal must attend the 2019 APM.
- Each presenter listed on the proposal must be registered and paid-in full by Monday, July 8, 2019.
- Presenters who do not comply with the above items by the July 8th deadline will be removed from the proposal, the 2019 APM Final Program and the Mobile App.
- No replacement OR substitution of the presenters listed on the proposal is permitted.

**NOTE:** Please **DO NOT** list presenters on a proposal that cannot attend the 2019 APM, and/or that do not understand the above requirements.

## Research Contributors

- The role of a research contributor has been added as an OPTIONAL role for all proposal types.
- You may designate research contributors on your proposal. Research contributors are individuals who contributed to the work, but who will not attend the APM to participate in the presentation.
- Research contributors are not required to meet presenter compliance policy requirements.

## Presenter and Research Contributor Roles

- You can only be a presenter on a maximum of three proposals – this includes all types/formats for peer-reviewed and invited proposals.
- There is no limit on the number of proposals you can be listed on as a research contributor.
- Presenters and research contributors will be listed in the Final program and Mobile App.

- No changes to the role status are allowed after proposals are submitted. It is important that you are listed in the appropriate role at the time of proposal submission.
- An accepted proposal can be withdrawn from the APM, if all presenters decide to withdraw it unanimously.

### **Presenter Availability**

All presenters must be available to present at any time on Friday – Sunday, October 25-27, 2019. CSWE cannot accept any special requests for presentation dates/times.

### **Session Schedule**

- Preconference Workshops  
Thursday, October 24, 2019 8:00 am-6:00 pm
- Education Sessions\*  
Friday, October 25, 7:30 am-5:15 pm  
Saturday, October 26, 7:30 am-5:15 pm  
Sunday, October 27, 7:30 am-2:15 pm

\*One third of a track's accepted proposals will be held on each day, Friday– Sunday.