

Conference Policies

Commercial-free Education

SIA Education@ISC is a learning experience, first and foremost. To ensure the integrity of the educational program, all sessions must be commercial-free and vendor-neutral; presenters are prohibited from marketing products or services through the sessions and workshops. All submissions are closely scrutinized to ensure they are product- and vendor-neutral. Speakers identified on post-event evaluations as having violated this policy may be banned from future participation.

ISC Events will continue to offer companies commercial opportunities to showcase their products and services to expo and conference attendees through product demonstrations and other “exhibitor presentations.” These demonstrations are not considered part of the formal education program.

Honoraria, Travel Expenses & Complimentary Registration

- Delivering a session at an ISC educational program is done on a voluntary, unpaid basis.
- All of the speakers’ individual travel and living expenses are at their own expense.
- One complimentary registration to the full, three-day educational program is provided to all speakers.

Proposal Submission Limit

- The ISC education team will consider a maximum of three proposals from any individual or organization. It is incumbent on organizations with interest in submitting multiple proposals to coordinate their efforts.

Session Delivery Limits

- Individual speakers and organizations are limited to presenting on two sessions, unless a session is repeated. Exceptions are at the discretion of the ISC education team.
- Lectures are limited to two presenters.
- Panels and round-table discussions are limited to three-four speakers, plus one moderator or facilitator.
- Exceptions to these limits must be approved by the ISC education team.

Pre-Event Conference Calls

- In submitting a proposal for consideration, speakers agree to pre-event, one-on-one meetings with ISC education team members to ensure that planned presentations deliver on what is promised to conferees via the session descriptions and learning objectives.
- These 30-minute conference calls are typically held 6-8 weeks in advance of the education program.

Use of Approved ISC Template for PowerPoint Presentations

- Speakers must use the approved ISC PowerPoint template for their presentations.
- Exceptions must be approved by the ISC education team.

Handouts

- Handouts for approved sessions must be sent to ISC for approval per the submission deadline communicated in the speaker acceptance letters.
- All handouts submitted by the requested deadline will be made available electronically for downloading by the attendees; handouts are not distributed onsite.
- Speakers are encouraged to develop a one-page handout that captures the essential lessons of the session to help the learner incorporate the information once back on the job.