**Title here**

**Presenter’s First & Last Name**

Title

Company/Institution

Email

**Presenter’s First & Last Name**,

Title

Company/Institution

Email

**Abstract** (Maximum 70 words)

*Suggested structure for the handout – Feel free to adapt:*

* *Introduction (What?)*
* *Areas of consideration (Why?)*
* *Practical tips (How?)*
* *Outcomes*
* *Resources*
* *Questions to consider asking*
* *References and Bibliography*

***Guidelines & Tips***

*•Keep in mind your target audience.*

*•Make sure your submission clearly articulates the impact of your work.*

*•Frame your work at the conceptual level, instead of talking about a specific product in your organization.*

*•Provide a thorough, balanced viewpoint on your topic; avoid anything that sounds like an infomercial.*