



## Speaker Preview Information

The speaker preview room at the ICC Belfast is **Board Room 2, Level 2**

The Speaker preview room will be open during the following times:

- **DAY 1** Monday 26 Sept.                      **08:00 - 17:00**
- **DAY 2** Tuesday 27 Sept.                      **08:00 - 17:00**
- **DAY 3** Wednesday 28 Sept.                      **08:00 - 17:00**
- **DAY 4** Thursday 29 Sept.                      **08:00 - 17:00**

**OPTIONS XI is an in-person meeting**

As the agenda is subject to change, all speakers are invited to check their presentation time in the online Programme and to submit their presentation material at least 2-3 Hours beforehand.

Please check your title and abstract are correct and contact [secretariat@isirv.org](mailto:secretariat@isirv.org) if adjustments are required.

AV technicians will be present in each meeting space for the duration of the conference. Fixed microphones will be placed in each meeting area to facilitate Q&A sessions. Lead speakers are asked to remain at the lectern unless they have a radio microphone, as movement may affect the quality of recording.

For presentations, speakers should use 16:9 format for PowerPoint presentations.

Please also ensure that your presentation is saved on a USB flash drive or accessible in cloud storage.

All sessions will be recorded - where possible, all recordings will be made available within 24 hours of recording. Speakers who do not wish recordings to be made available to the OPTIONS XI audience please contact [secretariat@isirv.org](mailto:secretariat@isirv.org) on the day of the recording.