



## **The Thomas P. Hinman Dental Meeting 2018**

### **New Product Showcase – Course Fr339**

**Friday, March 23, 9:00 a.m. - 12:00 p.m.**

### **Information for Participating Exhibitors**

#### **General Information**

- Presentations can be no more than 10 minutes in length. Time clock will be provided so speakers can see how much time they have left.
- Presenters need to be in room location (TBD) by 8:00 a.m. to meet with the moderator.
- BONUS! Presentations will be recorded. After the Meeting, we will provide you a digital file that you can post to your website or social media. We will post these videos to our youtube channel. Please have presenter stay on stage or in the light so the camera can see them.

AND you can bring literature to put on a table as attendees leave. Each exhibitor will need to bring their own materials to the course.

- Attendees will receive three hours of CE for attending this course.

#### **Course Description**

*What is one of the best reasons to attend a dental meeting? To learn about the newest products! Hear directly from the companies bringing you the latest products. Eighteen companies will present a new product or service and related research in an informative, obligation-free way. All presenting companies are on the exhibit floor for further information.*

#### **Audio-Visual**

Hinman Dental Meeting will provide the following audio-visual for your company to utilize:

- LCD projector
- Laptop
- Screen
- Podium with microphone
- Laser pointer
- Slide advancer
- Time clock

- Dedicated audio-visual technician

### **PowerPoint Presentation**

PowerPoint presentations are due to Stephanie Park [spark@hinman.org](mailto:spark@hinman.org) by **March 9.**

Please note the following:

- File needs to be in Microsoft PowerPoint.
- Send all files with PowerPoint, including any video or audio files. If applicable, identify the specific slides that have video or audio included.
- It is recommended to test the presentation on an alternate computer to ensure the functionality of the presentation prior to submitting.
- All presentations will be downloaded to a single laptop to assist with a smooth transition between presenters.
- **Presentations or changes received on-site will not be accepted.**

### **Presenter & Moderator Information**

Along with your presentation, please send your presenter's name, email and cell phone number by **March 9.**

A member of the Hinman Dental Society, Dr. Sedige Newsom, will be the program moderator. The moderator will introduce the company presenters and ensure that each presenter does not exceed their allotted time. A time clock will be available. Presentation and time for question & answers cannot exceed 10 minutes. It is up to your presenter to stop and take questions at the two-minute warning, if they wish.

### **Product Samples and Literature Distribution**

In addition to the literature your company can provide, each attendee will be provided with a copy of our onsite meeting guide which includes your company name and booth number.

### **Pre-Session Meeting/Orientation**

Plan to be in the meeting room at 8 a.m. Presenters can meet the moderator, talk with the audio-visual and cover any last-minute details before the start of the presentation.

### **Final Information**

Approximately two weeks prior to the course you will receive an e-mail with the order of your presentation and room location.

### **Questions?**

Contact Stephanie Park at [spark@hinman.org](mailto:spark@hinman.org) or 404.231.1663 with any questions.