



2018 Presenter Agreement

By submitting a proposal for consideration, AOCC presenters agree to:

1. Submit content of his/her own work, otherwise referencing or sourcing where appropriate.
2. Correspond with the AOCC Management in a timely fashion.
3. If selected to present, submit a resume for each presenter to no later than the required deadline communicated upon selection. This is a requirement for all sessions for CE Clock Hour consideration.
4. Promote the event through personal and professional channels including word of mouth, email, professional events, and social media. In support of this, AOCC will provide a presenter toolkit with example content to share.
5. Register for the AOCC in advance of the event.
 - Lead presenters will receive a non-transferable, complimentary registration.
 - All Co-Presenters must be register at advertised AOCC rates in order to present and participate in the conference.
 - Any exceptions must be requested of the AOCC Management and approved in advance.
6. Submit presentation handouts in PDF format no later than October 26, 2018 for addition to the AOCC website and mobile app. Presenters may opt to provide printed handouts at their own expense, but must still supply an electronic handout.
7. Notify the AOCC Manager immediately if unable to present for any reason. Cancellations reflect poorly on the conference, the organizing organizations (OCA and OSCA), and the presenters.