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66th Annual Meeting ARS at AAO

September 11-12, 2020

Renaissance Boston Waterfront Hotel, Boston, MA

9th Annual Summer Sinus Symposium

October 30 - November 1, 2020

Lowes Miami Beach Hotel, Miami, FL

July 30, 2020

Dear ARS COSM and Annual Meeting Presenters:

As you know, due to the Covid pandemic, the COSM 2020 meeting was cancelled and the 66th Annual Meeting will now be held virtually.

Please review the deadlines, guidelines, and instructions below as you prepare your posters and oral presentations.

Program Dates:

Thursday, September 10, 2020

Time: 6:50pm – 9:00pm EST

Saturday, September 12, 2020

11:50am – 3:00pm EST

Virtual Platform Contractor:

PSAV

You will receive an email directly from PSAV on **August 10, 2020** inviting you to upload your presentation to their platform. Each presenter will receive a “token” to access the site. Please remember that you will not have access without entering the unique token provided.

On Demand Services:

The full recorded program will be on-demand for 6 weeks.

Registration:

ALL presenters must be registered for the meeting. This includes colleagues presenting on your behalf.

Registration Link: <https://cvent.me/0l5mOe>

Deadline: September 9, 2020

Rhinology Week: September 23-26, 2020

In addition to the full ARS program, all registrants will have access to the Rhinology Week, featured on the AAO-HNS virtual meeting platform.

Manuscripts:

ALL COSM and Annual Meeting oral presenters are required to submit a manuscript to IFAR (International Forum of Allergy & Rhinology) Journal.

Deadline: August 14, 2020 (Submission details attached)

Hotel:

If you reserved housing at the Renaissance Boston Waterfront Hotel, you would receive a credit back to your charge card automatically by the hotel. If you have made reservations elsewhere, you will need to contact the hotel for a refund.



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Page #2 – Presenter Details – 2020 Virtual Conference

NOTE:

As you begin to prepare your poster and/or oral presentation, refer to the instructions below. As a reminder, PSAV will email you detailed information on August 10th.

Preparing your pre-recorded ePoster:

1. Follow this link: (provided by PSAV on 8/10)

If the link does not take you directly to the website, copy and paste it into your browser.

2. Insert your login token. Your login token is: (provided by PSAV on 8/10)

The token is case sensitive.

3. Within the site you will be asked to consent to how you would like your e-poster shared within the virtual conference.

4. Submission instructions are provided on the website.

Your E-poster should be no longer than:

- 3 PowerPoint slides with 2 minutes of pre-recorded speaking or video (see instructions below on how to record).

Once your e-poster has been submitted via the website, you will be able to review and update it by resubmitting a revision and removing the original.

Preparing your pre-recorded Oral Presentation:

Presentations should be created using:

- Microsoft PowerPoint.

-

Apple Keynote based presentations will not be supported

Preparing your Live Presentation/Panel:

Details to follow directly from PSAV

Questions:

PSAV: Virtual Meeting Contractor: Support@psavds.com

Registration: Tammy Lorimer – Tammy@american-rhinologic.org

Housing: Renaissance Waterfront Boston: (617) 338-4111

Exhibits/Corporate: Susan Arias: Susan@american-rhinologic.org

Executive Administrator: Wendi Perez : Wendi@american-rhinologic.org

ARS Website: www.american-rhinologic.org

Meetings Page: <https://www.american-rhinologic.org/2020-annual-meeting>