

Presenter Agreement:

ACUHO-I is only able to provide powerful educational experiences for our members because we have high-quality and committed presenters who go above and beyond in providing them. It is the Association's priority to ensure consistency, opportunity, and quality across all programs provided at our events. **To present at the Conference, you must agree to the following statements:**

- **Upload your presentation** prior to the established deadline.
- **Develop a high-quality presentation in a timely manner** that achieves the learning objectives submitted in ACUHO-I's program proposal process.
- Diversity, equity, and inclusion are critical to all aspects of our work. The principles below are items we ask our presenters to commit to during their presentation:
 - Create and facilitate an environment consistent with ACUHO-I's commitment to advocacy and equity-centered education as delineated in the [Association's diversity, equity, and inclusion statement](#).
 - ACUHO-I is a global association, and all parties who develop and deliver educational content for it/on its behalf should consider how it applies in geographic contexts beyond their own
 - We encourage a land grant acknowledgement at the start of presentations
 - Use a microphone or headset, when available, for everyone to hear your voice easily and without distortion or strain
 - Share your pronouns and your name during your introduction so that our participants and staff can address you accurately
 - Provide examples that are mindful of marginalization and/or biases of an individual or group
 - Use images and examples that reflect a diverse representation of the students, staff, and communities the Association serves
 - Be considerate and mindful of how text (font, size, and color), images, and videos affect accessibility. Please visit our Presenter Resource Center for more information about ADA Compliance.
 - Use inclusive language to address the audience assuming the individuals participating have multiple, complex identities (ex. saying, "hi team/friends/colleagues!" instead of saying "hi guys!" when you begin your session is a great start)
 - Repeat any question that may be asked of you so that others in the audience may be made aware of the question in the event they might not have heard or understood it
 - Spell out any acronyms (ex. RA = Resident Assistant/Advisor, SHO = senior housing officer)
- **Be conscious of conflicts of interest** as a presenter, and do not engage in promotional marketing, selling of any product, consultancy or service, and refrain from behavior that would derive direct personal benefit.

- Understand that the invitation to present at this conference may be rescinded if any presenters are involved with an incident that subjects the presenter to scandal or widespread contempt, consistent with ACUHO-I's **change in reputation** guidelines.
- Ensure that all materials, pictures, and graphics used in the presentation are **free from copyright protections**, or have explicit permission for use, consistent with ACUHO-I's copyright expectation guidelines. Should a Speaker utilize copyright/protected materials without a license to do so, the Speaker will be responsible for payment of the penalty/damages.