Speaker expectations and honoraria:

Given SHRM's tradition of using educational sessions as a platform to showcase innovation in the field of human resource management, we look for presenters who are willing to share their expertise without the expectation of payment.

Other speaker requirements:

- To acknowledge availability to speak during any timeframe of the event and as such will **not request a change to the session time frame assigned,** if selected.
- To work closely with event programming department and meet all deadlines.
- To make no substantial changes to content, format, audio/visual needs, room set-up, identity or number of presenters without prior approval from SHRM.
- To design and provide high-quality PowerPoint presentations, in electronic format, by the deadline given.
- To recognize that a session is an opportunity to share information and is not a showcase for promotion of business, practice, service or product.
- To give SHRM permission to audio and/or video record their session and to sync their onsite slide presentation with the recording for the purpose of selling, licensing to SHRM affiliates, or otherwise using the recording at a later time in any SHRM products, or those of its affiliates, in any media. Agree that SHRM shall be the exclusive owner of the synchronized recording, but that they will otherwise retain ownership of their onsite slide presentation. On the speaker's request, SHRM will provide a downloadable copy of the recording. SHRM will grant permission to edit the recording and to post the recording on the speaker's professional website (not another individual's or organization's) for the speaker's own promotional and professional purposes. (Speakers selected to speak at the event who do not agree to this will have the option of saying "no" on their Statement of Acceptance.)
- To respect SHRM as the sponsoring organization with either positive or neutral comments from the platform.
- To be available for press interviews, if requested. Members of the press may be attending your session.