

CSRS Speaker Resources

Instructional Course Faculty Guidelines & Deadlines

Disclosure Deadline: Friday, September 1, 2023

All faculty are required to submit disclosures for the Annual Meeting and Instructional Course. The disclosures will be available to view on-site at the meeting.

Faculty Registration Deadline: Monday, October 9, 2023

All faculty must register for the ICL by Monday, October 9, 2023. This can be done on the CSRS website, or you may [click here](#).

Preliminary Presentation Upload for CME Review Deadline: Wednesday, November 1, 2023

After review of your presentation, moderators may request changes if they see any possible CME conflicts. Due to CME regulations, slides that are company produced or contain company logos are not allowed. You will be notified by **November 16, 2023**, if any changes are required.

CSRS Hotel Housing Block Close: Friday, November 3, 2023

A block of rooms has been reserved at The Cosmopolitan *of* Las Vegas. Discounted room rates are available until Friday, November 3. After this date, rates may increase at the discretion of the hotel, and CSRS cannot guarantee you will be able to reserve a room. Please make your reservations in a timely manner. The link to the hotel website can be found on the CSRS website, or you may [click here](#).

Final Presentation Upload Deadline: Sunday, November 19, 2023

Final PowerPoint Presentations should be submitted prior to the meeting. Your final presentation should be uploaded in the online Speaker Portal by the cutoff date. If you do not comply with this deadline, you must bring a copy of your presentation on a flash drive to upload at least two hours prior to your session start time. Slides must be in 16:9 ratio and PowerPoint format.