

How to Navigate Speakers Corner

DIA Global Annual Meeting

Speakers Corner = Critical to Your Success!

About ▾ Meeting Program ▾ Exhibits ▾ Speakers ▾ Hotel & Travel ▾

◀ Back to DIA 2025

SPEAKERS

SPEAKERS CORNER

Guidelines

Participant
Agreement, Profile
& Disclosure

Speaker
Responsibilities

Resources

CALL FOR SPEAKERS QUESTIONS?

Contact: The Annual
Meeting Team

✉ [Send Email](#)

Speakers Corner

Welcome to Speakers Corner. This is where you will find up-to-date information pertaining to your participation as a chair or speaker at DIA 2025.

Please review our [Guidelines](#) which include important information about your participation. After that, fill out your [Participant Agreement and Profile and Disclosure](#) information.

March

March 3: All speakers are to be confirmed and entered in Speakers Corner. If speakers are not confirmed at this point your session may be canceled.

April

April 4: Deadline HEADSHOT REQUEST for the ONLINE PROGRAM AGENDA: Please send in a high-resolution photo headshot in jpg format to annualmeetingprogram@diaglobal.org and include DIA 2025 Headshot in the subject line.

May

Mid May: PowerPoint templates available, with instruction for uploading presentations

May 23: Deadline for submitting a financial disclosure and speaker release via Speakers Corner

Mark as a favorite to access quickly!

<https://www.diaglobal.org/Flagship/DIA-2025/Speakers/Speakers-Corner>

Speakers Corner = Critical to Your Success!

About ▾ Meeting Program ▾ Exhibits ▾ Speakers ▾ Hotel & Travel ▾

◀ Back to DIA 2025

SPEAKERS

SPEAKERS CORNER

Guidelines

Participant Agreement, Profile & Disclosure

Speaker Responsibilities

Resources

CALL FOR SPEAKERS QUESTIONS?

Contact: The Annual Meeting Team

✉ [Send Email](#)

Speakers Corner

Welcome to Speakers Corner. This is where you will find up-to-date information pertaining to your participation as a chair or speaker at DIA 2025.

Please review our [Guidelines](#) which include important information about your participation. After that, fill out your [Participant Agreement and Profile and Disclosure](#) information.

March

March 3: All speakers are to be confirmed and entered in Speakers Corner. If speakers are not confirmed at this point your session may be canceled.

April

April 4: Deadline HEADSHOT REQUEST for the ONLINE PROGRAM AGENDA: Please send in a high-resolution photo headshot in jpg format to annualmeetingprogram@diaglobal.org and include DIA 2025 Headshot in the subject line.

May

Mid May: PowerPoint templates available, with instruction for uploading presentations

May 23: Deadline for submitting a financial disclosure and speaker release via Speakers Corner

Complete your agreement & disclosure

Chairs can add speakers

Resources are updated regularly!

Upload Presentations
(will be added in May)

How to complete your Participant Agreement, Profile & Disclosure

Applicable to all participants (Speakers & Chairs) at DIA Global Annual Meeting

SPEAKERS CORNER

[Guidelines](#)

[Participant Agreement, Profile & Disclosure](#)

[Speaker Responsibilities](#)

[Resources](#)

CALL FOR SPEAKERS QUESTIONS?

Contact: The Annual Meeting Team

[✉ Send Email](#)

Welcome to Speakers Corner. This is where you will find up-to-date information pertaining to your participation as a chair or speaker at DIA 2025.

Please review our [Guidelines](#) which include important information about your participation. After that, fill out your [Participant Agreement and Profile and Disclosure](#) information.

March

March 3: All speakers are to be confirmed and entered in Speakers Corner. If speakers are not confirmed at this point your session may be canceled.

April

April 4: Deadline HEADSHOT REQUEST for the ONLINE PROGRAM AGENDA: Please send in a high-resolution photo headshot in jpg format to annualmeetingprogram@diaglobal.org and include DIA 2025 Headshot in the subject line.

Sign into your DIA account, use the links provided to check your user ID or Password.

If you have trouble accessing, please email annualmeetingprogram@diaglobal.org

The next couple of pages will bring you through the Profile Disclosure, Profile, Participant Agreement, and Speaker Authorization.

Read and review, click “Next” at the bottom of each page.



Sign in to your account

Please enter your user ID and password to access your personal account information

USER ID:

pattiseanac

[Forgot User ID?](#)

PASSWORD:

.....

[Forgot Password?](#)

☐ Keep me logged in

Sign in

1 Profile Disclosure

2 Profile

3 Participant Disclosure

4 Speaker Authorization

Participant Agreement

Welcome to DIA 2025 Global Annual Meeting

Thank you for agreeing to participate in the DIA 2025 Global Annual Meeting

► Participant Agreement

- Review the role of the Chair and the Speaker;
- DIA's Volunteer Code of Conduct, Safety Code of Conduct
- Agree to update your biographical sketch
- Provide (via email) a headshot to be used for marketing purposes.
- At the bottom of the page, click “I have read” if you agree. If you have questions, click “Contact DIA.”

☒ I have read and understand the Program Participant's responsibilities and agree to comply.

 [Contact DIA](#)

 Next

► Profile

- Update your name, organization, organization type
- Edit/Add Degrees – you can only add those that are listed; contact DIA if you have a degree you wish to see there. Note that this list is updated periodically.
- Edit/Add address – this can be your home or office
- Confirm the email on file is correct
- Edit/Add your biographical sketch. **IMPORTANT** – there is a max of 750 total characters including spaces and special characters

BIOGRAPHY:

characters remaining: 750

Please provide a brief biography which will be used for introductory purposes within the program offering and will be shared with other Program Participants. (maximum 750 characters)

► Participant Disclosure

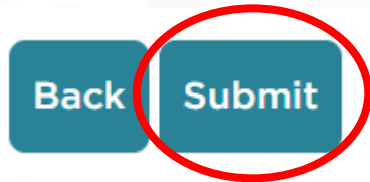
- DIA must ensure balance, independence, objectivity, and scientific rigor in all its educational activities.
- Please update as necessary if you do/do not have financial relationships to disclose
 - REMINDER – we are not asking for the financial amount; simply the organization you have a relationship with. For example, you do not need to list the organization that you are employed by however, if you are a stock shareholder, please list the organization.
- Note if the relationships reported in the chart above impact your ability to present an unbiased presentation?
- Tell us if you intend to reference unlabeled/unapproved uses of drugs or products in my presentation

☒ I agree to the [Terms & Conditions](#).



► Speaker Release

- Check the session(s) you are participating
 - Confirm the role listed is correct. Contact DIA if this is not correct.
- Review the outlines our agreement with you regarding your speaking engagement and related materials at DIA's meeting.

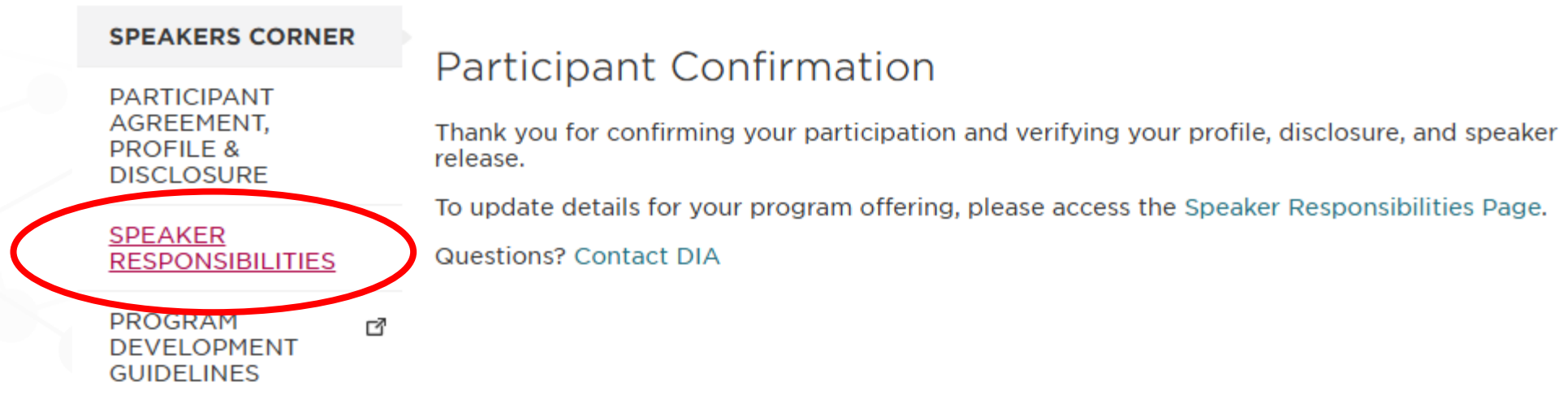


How to edit your session information and add speakers

Only Session Chairs have access to this section


The next step is to add speakers to your session. You can do so immediately, or return at any time to update.

Click “Speaker Responsibilities” on the left side navigation



The screenshot shows a web interface with a left-hand navigation menu under the heading "SPEAKERS CORNER". The menu items are "PARTICIPANT AGREEMENT, PROFILE & DISCLOSURE", "SPEAKER RESPONSIBILITIES" (which is circled in red), and "PROGRAM DEVELOPMENT GUIDELINES" (with an external link icon). The main content area is titled "Participant Confirmation" and contains the following text: "Thank you for confirming your participation and verifying your profile, disclosure, and speaker release.", "To update details for your program offering, please access the [Speaker Responsibilities Page](#).", and "Questions? [Contact DIA](#)".

SPEAKERS CORNER

- PARTICIPANT AGREEMENT, PROFILE & DISCLOSURE
- SPEAKER RESPONSIBILITIES**
- PROGRAM DEVELOPMENT GUIDELINES 

Participant Confirmation

Thank you for confirming your participation and verifying your profile, disclosure, and speaker release.

To update details for your program offering, please access the [Speaker Responsibilities Page](#).

Questions? [Contact DIA](#)

Click “**Edit**” for the session that you would like to **add speakers**. If you have multiple sessions, please be mindful that you are selecting the correct session.

SPEAKERS CORNER		Speaker Responsibilities					
PARTICIPANT AGREEMENT, PROFILE & DISCLOSURE							
SPEAKER RESPONSIBILITIES							
PROGRAM DEVELOPMENT GUIDELINES							
		Title	Event Type	Role	Day & Time	Duration	Edit / View
		<i>Regulatory (09)</i>					
		FDA Town Hall	FORUM	Chair	Thu, Jun 19 10:30 AM	90 minutes	Edit View Bio

There are **four sections** for updating your session information and adding speakers:

- 1 Summary Information

2 Chair Detail

3 Speaker Detail

4 Confirmation

Summary Information

Review/Edit the title, overview, learning objectives, difficulty level for your session.

Note - edits are not instantaneous; DIA will review changes prior to posting live online. We will ensure DIA formatting is used and that the changes remain in line with our mission. DIA will contact you with any concerns.

Summary Information

* indicates required field

Track: ()

Type: Forum

Title:* FDA Town Hall
FDA Town Hall
characters remaining: 237

Overview:* The FDA Town Hall is the forum to hear from FDA leadership about Center priorities. The audience will be invited to submit questions of general interest.
The FDA Town Hall is the forum to hear from FDA leadership about Center priorities. The audience will be invited to submit questions of general interest.
characters remaining: 1847

Learning Objectives:* Discuss FDA Center priorities.
Discuss FDA Center priorities.
characters remaining: 470

Level of Difficulty:* *INTERMEDIATE*

Basic: Topic is appropriate for individuals new to the topic/subject area.

Intermediate: Topic is appropriate for individuals with an in-depth knowledge of the topic/subject area.

Advanced: Topic is appropriate for individuals new to the topic/subject area.

- ☐ Basic
☒ Intermediate
☐ Advanced

Last modified on Dec 12, 2024

Next

Chair Details

If there are edits to your information, click “Edit” and if not, click “Next”

You can use this to quickly made any edits once your speaker agreement and disclosure has been completed.

- 1 Summary Information
- 2 Chair Detail
- 3 Speaker Detail
- 4 Confirmation

Chair Details

The chair of this offering is:

Patti Shaughnessy , BA
Project Manager
DIA
United States

EDIT

Back

Next

Speaker Details

Click “edit speakers” to add speakers to your session

Then click “Add Speaker” to add a speaker

- 1 Summary Information
- 2 Chair Detail
- 3 Speaker Detail
- 4 Confirmation

Speaker Details

Chairs:

Below is a list of speakers currently invited to present. To add, click Edit Speakers noted below.

Speakers:

Please update your presentation title if needed on this page; you will not be able to change the details of other speaker present make sure to click on next on the bottom of the page and then the confirmation page.

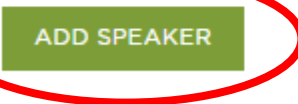
* indicates required field



Edit Speakers

Please provide details regarding speakers that will be presenting in your program offering.

Before inviting your speakers, be sure to review the [Program Development Guidelines](#) for eligibility policies related to supported speakers and information regarding the total number of speakers allowed in your offering.



Speaker Details (continued)

For each speaker you add, please have the following information available:

1. First Name
2. Last Name
3. Organization
4. Job Title
5. Type of Organization
6. Address Type (office/Home)
7. Country
8. Address (number and street)
9. City
10. State (if applicable)
11. Zip Code
12. Phone Number
13. Email Address

1 Summary Information2 Chair Detail3 Speaker Detail4 Confirmation

Edit Speakers

New Speaker

Author Information

PREFIX:Select

FIRST NAME:

MIDDLE NAME:

LAST NAME:

SUFFIX:Select

COMPANY:

JOB TITLE:

SELECT ORGANIZATIONAL CATEGORY:Select

Degrees

EDIT DEGREES

Address

ADDRESS TYPE:Select

COUNTRY OR REGION:Select

ADDRESS 1:

ADDRESS 2:

ADDRESS 3:

CITY:

POST CODE:

PHONE:

MOBILE PHONE:

FAX:

EMAIL ADDRESS:

Save SpeakerCancel

Speaker Details (continued)

Continue the same process for each speaker that is participating

Edit Speakers

Please provide details regarding speakers that will be presenting in your program offering.

Before inviting your speakers, be sure to review the [Program Development Guidelines](#) for eligibility policies related to supported speakers and information regarding the total number of speakers allowed in your offering.

Speaker 1

Test Test

EDIT SPEAKER 1

DELETE

ADD SPEAKER

Continue

Once you have entered all speakers, click
"Continue"

Speaker Details (continued)

The next step is to add the presentation title for each speaker then “Next”

Speaker Details

Chairs:

Below is a list of speakers currently invited to present. To add or to edit, please click Edit Speakers noted below.

Speakers:

Please update your presentation title if needed on this page; please note that you will not be able to change the details of other speaker presentations titles. Please make sure to click on next on the bottom of the page and then submit to receive the confirmation page.

* indicates required field

Presentation Title: *

Test Test
Test
United States

Back

EDIT SPEAKERS

Next

Speaker Details (continued)

The final step will be to review the details of your session; edit if needed.

Then click “Submit”

You will see a confirmation screen and receive an email with your changes.

NOTE – this will NOT automatically update on the website; DIA will receive a notification of the changes then review and approve accordingly. If there are any concerns, we will contact you immediately.



1 Summary Information

2 Chair Detail

3 Speaker Detail

4 Confirmation

Review

Track: 09

Type: Forum

Date: June 19, 10:30AM - 12:00PM (US Eastern Standard Time)

Session Title: FDA Town Hall

Session Overview: The FDA Town Hall is the forum to hear from FDA leadership about Center priorities. The audience will be invited to submit questions of general interest.

Learning Objectives: Discuss FDA Center priorities.

Level of Difficulty: Intermediate

Session Chairs: Patti Shaughnessy, Project Manager
DIA, United States

Speakers: test test test test United States

FDA Town Hall

Forum:
90 minute forum is a blend of presentation and panel discussion.
Track:
Regulatory
Day & Time:
June 19, 10:30AM - 12:00PM (US Eastern Standard Time)
Level:
Intermediate
Type:
Forum
Chair(s):
Patti Shaughnessy
Project Manager
DIA, United States
Description:
The FDA Town Hall is the forum to hear from FDA leadership about Center priorities. The audience will be invited to submit questions of general interest.
Learning Objective(s):
Discuss FDA Center priorities.
Presentation(s) & Speaker(s):

Back

Submit

SPEAKERS CORNER

PARTICIPANT AGREEMENT, PROFILE & DISCLOSURE

SPEAKER RESPONSIBILITIES

PROGRAM DEVELOPMENT GUIDELINES

Session Confirmation

Thank you for submitting your updates to your Annual Meeting program offering. Your edits have been successfully submitted and an email has been sent to you.

Please allow up to 48 hours for your changes to be approved by DIA and updated to this website.

To continue to update other program offerings that you confirmed to participate in, please return to the [Speaker Responsibilities Page](#).

Questions? [Contact DIA](#)

DIA Confirmation

Dear Patti,

Thank you for submitting your updates to your Annual Meeting program offering. Your edits have been successfully submitted and are currently pending approval.

Please allow up to 48 hours for your changes to be approved by DIA and updated to this website.

To verify or make additional updates to your information, please return to the [Speaker Responsibilities Page](#).

Track: Regulatory (09)

Type: Forum

Date: Jun 19, 10:30 AM - 12:00 PM

Session Title: FDA Town Hall

Session Overview: The FDA Town Hall is the forum to hear from FDA leadership about Center priorities. The audience will be invited to submit questions of general interest.

Learning Objectives: Discuss FDA Center priorities.

Level of Difficulty: INTERMEDIATE

Session Chairs: Patti Shaughnessy
Project Manager
DIA, United States

Speakers: test test test test United States

CONFERENCES | COURSES | GET INVOLVED | ABOUT DIA

If you encounter any issues or
questions reach out to us
annualmeetingprogram@diaglobal.org