



Speaker Guide

Welcome and thank you for serving as a presenter at the [Association of Pediatric Program Directors \(APPD\) 2025 Pediatric Medical Education Conference](#). This guide outlines everything you need to prepare for a successful session.

Dates & Location

Date: September 17–19, 2025

Venue: Marriott St. Louis Grand, St. Louis, MO

Registration / Check-In + Sessions will be held on Conference Plaza Level – 2nd Floor.

Conference Purpose

This conference brings together emerging and established leaders in pediatric medical education to share knowledge, discuss current challenges, and foster collaboration across multiple national pediatric organizations.

Schedule Overview

Wednesday, September 17, 2025

- 12:00 PM–6:00 PM: Registration & Check-In Open
- 2:00–2:15 PM: Opening Remarks – Conference Kick-Off
- 2:15–3:15 PM: Platform Presentations in Medical Education Scholarship

- 3:15–3:30 PM: Networking Break
- 3:30–5:00 PM: Plenary I – Pediatric Workforce
- 5:00–6:00 PM: Welcome Reception

Thursday, September 18, 2025

- 8:00 AM–5:30 PM: Registration & Check-In Open
- 9:00–10:30 AM: Plenary II – Hot Topic: Artificial Intelligence
- 10:30–11:00 AM: Networking Break
- 11:00 AM–12:30 PM: [Enhanced Learning Session I](#)
- 12:45–1:45 PM: Networking Lunch
- 1:45–2:45 PM: Platform Presentations in Medical Education Scholarship
- 2:45–4:15 PM: [Enhanced Learning Session II](#)
- 4:30–5:30 PM: Poster Session / Networking Session

Friday, September 19, 2025

- 7:30 AM–12:30 PM: Registration & Check-In Opens
- 9:00–10:30 AM: [Enhanced Learning Session III](#)
- 10:30–10:45 AM: Networking Break
- 10:45 AM–12:00 PM: Plenary III – Hot Topic: Remediation & Skill Development
- 12:00–12:30 PM: Plenary IV – Closing Keynote: Linda Waggoner-Fountain, MD
- 12:30 PM: Conference Adjourns

Speaker Essentials

Conflict Of Interest Disclosure (COI) - **ACTION!**

This activity offers CME credit through Amedco; disclosures & bias avoidance are mandatory. Please complete the below online COI form by August 4th.

<https://disclosure.amedcoedu.com/events/7576>.

Registration

All speakers must register for the APPD 2025 Pediatric Medical Education Conference.

[Please register online prior to coming onsite.](#)

Conference PowerPoint/Slide Template

Plenary and ELS speakers are welcome to use the conference PowerPoint/Slide template. [Download the template here.](#)

Posters

The poster session will be held on Thursday, September 18th from 4:30pm-5:30pm Central. You may hang your poster on Thursday, September 18th starting at 12:30pm. Posters should be hung by the session start time at 4:30pm Central. Presenting authors should remain in front of their poster for the duration of the session.

Below are poster printing specifications.

[Poster printing specifications](#)

Optional: the hotel has a FedEx located on property where you can print and pick up your poster. [Visit FedEx here.](#)

Audio Visual (AV) / Session Room Setup

- Standard AV for plenary and ELS session rooms includes:
 - Speaker podium with built in microphone, laptop, laptop advancer/clicker, screen with projector, and wireless microphone for audience use.
- All session rooms will be set in round tables with 8 chairs at each table.

Loading your Presentation

- Please arrive to your session room prior to the start time to upload your presentation slides to the laptop at the speaker podium (you will need to bring your presentation on a flash drive/usb drive). We will not be collecting presentation slides prior to the conference.
- AV techs and an APPD staff member can assist you with the setup.

Event Mobile App

You have been listed as a speaker in our event mobile app, Whova. You will receive an email the week of July 28th from the mobile app with access to your individualized speaker form with a link to complete your profile and update any of your session information (including uploading documents, adding descriptions). Attendees appreciate as much information as you can populate.

Session Format

- **Platform Presentations in Medical Education Scholarship:** ~8 minutes for presentation + 4 minutes for audience Q&A (12 minutes total).
- **Plenary Sessions:** Various times allotted; panel-style discussions or didactic sessions held in the main plenary room of the conference.
- **Enhanced Learning Sessions:** 90 minutes; interactive sessions.
- **Poster Session:** 60 minutes; live author meet & greet / dialogue on poster.



Need Help?

For inquiries or special request, please email info@appd.org.