IMPORTANT NOTES FOR ALL SPEAKERS

The Speaker Check-In Room will be in the 1st floor meeting suites (room 1.51), close to Session Halls 1.4 and 1.6.

Technicians will be available in the Speaker Preview Room at the following times:

Wednesday 4 October   11.00 – 18:00hrs
Thursday 5 October   07.00 – 18.00hrs
Friday 6 October   07.00 – 18.00hrs
Saturday 7 October   07:00 – 12.00hrs

Please report in good time before the start time of your relevant session, to quickly test any presentations if required (times are subject to change).

ORAL PRESENTATION (STANDARD, RAPID FIRE, TRAINEE AWARD) UPLOADING

Please note that presentations *do not* have to be sent ahead of your arrival in Cape Town. However, they should be uploaded to the slide server in the Slide Check-in Room ahead of your presentation. You will not be able to use a USB drive in the session hall you are presenting in or connect your own laptop or MacBook in the session hall.

ePOSTER PRESENTATION UPLOADING

This year we are working with the company Documedias to provide the ePoster software. You should have received from Documedias information for preparing your ePoster, including templates, specifications, deadlines, and upload links. If you did not receive your instructions and login information, please contact isha.abstracts@abstractserver.com. In addition to your ePoster you will be able to upload an additional audio file should you want to have some narration to accompany your ePoster and/or video files. Note that these should be uploaded as separate files rather than embedded in the ePoster.

ORAL ePOSTER PRESENTATIONS

Presenters with this presentation format are asked to prepare a "standard" ePoster slide for inclusion in the EPoster library, and also prepare slides for a short 2-minute oral presentation (maximum 3 slides). You should have received instructions to prepare and upload your ePoster from Documedias. If you did not receive your instructions and login information, please contact isha.abstracts@abstractserver.com. The slides to accompany your oral presentation should be uploaded on site in Cape Town in the Speaker Check-in Room, the same as for all other oral presentation formats.

VIDEO TIPS & TRICKS PRESENTATIONS

For presenters allocated this format, these presentations will be viewable via viewing screens in the Exhibition Hall, next to the ePosters. We ask that submitters of these presentations complete and submit these to the ISHA Secretariat *in advance by Friday 27 September 2023*.

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There is still time to submit a Top Tips and Tricks Video for inclusion. If you haven't already registered your interest, email info@ishaconference.com with the details.

Please submit as MP4 files. Ideally these videos should be no longer than 6 minutes in duration and should provide and explanation of the technique tip / trick as well as any procedure video footage.

The video footage is likely to be too large to email; if so we suggest you transfer using Google Drive, SharePoint, OneDrive or WeTransfer www.wetransfer.com and send to info@ishaconference.com.

AUDIO-VISUAL GUIDELINES

Presentations should be prepared in PowerPoint format where possible. Other acceptable presentation formats are MS Office 2010 compatible files, PDFs and Web Browser with Flash Player, Silverlight, and Java.

Projection resolution in all session rooms is set for 16:9 aspect ratio.

If presenting in PC compatible format, it is recommended that **you do not use your own laptop for your presentation but bring a copy on a memory stick**. The programme scheduling does not allow for time between presenters to be switching over computers, and the technical desks in each room are set to draw down presentations from a central file server.

We also recommend that all presenters bring a second back up copy of their presentation in case of emergencies.

We recognise that some presenters will wish to use MACs for their presentation and Keynote. We strongly encourage saving the presentation in a PC format for use on the conference network. This will ensure that there are no compatibility problems and allow smoother presentation to change over between speakers.

However, if this is not possible, presenters using MACs should bring their own MAC, as MACs will not be provided at the venue. **There will be VGA cables in each session room to enable you to connect your MAC.** However, we ask that you please check in at the Speaker Preview Room, allowing enough time for your presentation to be checked ahead of your presenting slot to ensure we have the appropriate resolution on our projectors etc. to run your presentation and we know that you have arrived and are using your own computer.

If you are using video clip(s) in your PowerPoint presentation, please remember that it is important that you save the video clip(s) in a separate file from your PowerPoint presentation but in the same folder. When you check in and load your presentation, quickly run through the presentation to make sure that the clip(s) plays when required. Most standard video formats should play without any problems, but if in doubt, please ensure that you check in to the Speaker Presentation Room.

SESSION OVERVIEW
The following link will give you access to the latest programme overview.

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You will see that this details the final information on:
- Allocated session room
- Final session timings
- Details of your co-moderator / chair (if applicable)
- Details of the presenters in the session, including allocated presentation times

This programme is still a draft and will be subject to change. All faculty have yet to confirm.

During the session, we recommend that you use the conference mobile app to follow the programme and presenter order as this will have the most complete and up to date programme information.

If you have any questions relating to this information, please email info@ishaconference.com

AT ISHA 2023
Upon arrival at the Cape Town International Convention Centre (CTICC1), please check in at the Registration Desks located in Auditorium 1 Foyer on Level 1. Registration will open at 2pm on Wednesday 4th October. Here you will be able to pick up your meeting documentation, such as your name badge, and you will be directed to the Speaker Presentation Room. If you are attending any of the pre-conference programmes (Africa and LATAM Regional events), registration for these specific activities will be at the meeting room where they are taking place.

Please arrive at least 10 minutes prior to the published start time of the session.

REGISTRATION
If you have not yet completed your registration for the conference, we ask that you do so as soon as possible.

PRESENTERS AND ATTENDEES FOR THE PRE-CONFERENCE ACTIVITIES ON WED. 4th OCTOBER
Please note that registration for these activities will be in the rooms in which they are being held. Here you will find a registration desk with your badge and materials for the pre-conference programme at the entrance to the meeting room.

Africa Regional Programme Co-sponsored with SASHA
Room 1.4
Level 1, CTICC1

Because this programme begins before the opening of the Speaker Check-In Room, presenters for the Africa Regional Programme are asked to bring their presentations directly to the meeting room.

LATAM Regional Programme Co-sponsored with SLARD & SBQ
Room 1.6
Level 1, CTICC1

Presenters for the LATAM Regional Programme are asked to bring their presentations to the Speaker Check-In Room as normal.

PRESENTATION TIMINGS
Please check the presentation times shown on your personal summaries emailed to you. Different session types have different presentation durations; these are detailed on your personal summary and in the programme.

As presentation times are quite short, we ask that all presenters keep to the topic and stick to time to ensure sufficient time is allowed for questions and discussion.

PRESENTATION CONTENT
This year's ASM programme has been specifically designed to include more short sharp session content, and this is reflected in the presentation time allocated. Can we therefore ask that presenters stick closely to the topic they have been asked to speak on. There is likely to be another presenter covering peripheral topics and we want to avoid content overlap wherever possible.

SESSION ROOM SETUP
Each session room is equipped with an LCD projector and screen; you will be able to control your presentation with a remote clicker and watch your presentation on a preview monitor. Each session room will be staffed with a room assistant who will assist with the start of each presentation and contact the AV technician if necessary.

SESSION RECORDING
All sessions taking place in Auditorium 1 and Meeting Rooms 1.4, 1.6, 2.4 and 2.6 session rooms (except lunchtime industry workshops unless the sponsors have requested) will be recorded for uploading to the ISHA Academy, once post event editing has been completed. So, please make sure to let us know if there is any conflict around copyright of images or data within your presentation slides. Please email about any conflicts to abstract@ishaconference.com.

ABTRACTS AND FACULTY INFORMATION
If presenters have submitted an abstract and biography, they will be available to view via a link on the ISHA app or via the ISHA conference website.

The website link is: https://oaandgap.eventsair.com/isha-2023/paper-search

DISCLOSURE / CONFLICT OF INTEREST DECLARATION
We would ask all presenters to include as their 2nd slide a Disclosure Statement which states:

1. I have no potential conflict of interest to report, or

2. I have the following potential conflict(s) of interest to report:

Type of affiliation / financial interest   **Name of commercial company**
Receipt of grants/research supports:
Receipt of honoraria or consultation fees:
Participation in a company sponsored speaker's bureau:
Stock shareholder:
Spouse/partner:
Other support (please specify)

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SPEAKER'S CORNER
This is a new element being trialled at ISHA 2023. In the Exhibition Hall there will be a "Speaker's Corner". This is available to book in 5-minute presentation slots during the 5 coffee break sessions. If you have a specific topic you would like to discuss, a controversy you would like to highlight, a debate you would like to raise, seeking collaborators on a topic related to hip preservation, then this is available to you.

There will be audio and screen available in this area.

It should be noted that this content is not peer reviewed and is not CME accredited. We ask that these time slots are not used to repeat content being presented elsewhere in the programme. If you would like to book a slot, email details of the presenter and presentation / topic to info@ishaconference.com. Available slots can be viewed at Slots will be allocated on a 1st come basis and there will be a maximum of two slots allocated to the one presenter / institute.

USE OF ISHA SCIENTIFIC PROGRAMME CONTENT
Please be aware that the information and materials displayed and/or presented at all sessions of this meeting are the property of ISHA 2023 and/or the presenter and cannot be photographed, copied, photocopied, transformed to electronic format, reproduced, or distributed without the written permission of ISHA 2023 and/or the presenter.

ISHA 2023 reserve copyright for publication of material provided for inclusion in future reporting and publication from the conference, which includes audio recordings containing presentation materials such as PowerPoint slides. Presenters are encouraged to include copyright notices as appropriate on all the materials submitted and presented at ISHA 2023.

Presenters should ensure that their contributions contain no matter that is defamatory or is otherwise unlawful or invades individual privacy or infringes on any proprietary right or statutory copyright. ISHA 2023, and its agents and representatives, take no responsibility should the material presented or provided for publication be determined to defame, libel, or slander an individual or organisation, violate the confidentiality of any individual or organisation, or infringe on another's copyright.

WI-FI INFORMATION
All session rooms and the exhibition area will have free Wi-Fi access. Each session room will have a wired dedicated internet connection.

ON SITE CONTACTS
On site, contact either the Technical Manager Rob, who will be based in the Speaker Preview Room, or Nicola, Christine or Steve, the on site team from ISHA who will be based at the Information Desk in the Auditorium 1 Foyer on Level 1 and the PCO Office in room 1.71. Caroline, the ISHA Secretariat, can be contacted either on the ISHA Booth in the Ballroom, or via the Information Desk.

Thank you so much for your involvement at ISHA 2023. Your contributions have helped us to create a first-class conference.

Any questions before the Annual Scientific Meeting email: info@ishaconference.com or Tel: +44 203 519 9427.

Please check the ISHA conference website for the most up to date information on programme timings.

ISHA 2023 Scientific Programme Office
Website: https://oaandgap.eventsair.com/isha-2023/
Tel: +44 (0)203 519 9427
Email: info@ishaconference.com

ISHA
ANNUAL SCIENTIFIC MEETING
5 – 7 OCTOBER 2023
CAPE TOWN, SOUTH AFRICA