re:con
The convention of new beginnings.

Thank you for presenting for re:con 2023!

Date: November 8-9, 2023

Location: Grand Traverse Resort, 100 Grand Traverse Village Blvd, Acme, MI 49610.

Provided Technology During Presentation: Projectors and requested microphones as discussed via email. If you did not make any requests, you will have either a handheld, or podium mic.

1. Review accessibility and DEI resources:
   a. While Presenting:
      i. **Identify and Describe Speaker(s)**
      ii. **Speak clearly,** and avoid speaking too fast
      iii. **Use simple language.** Avoid or explain jargon, acronyms, and idioms.
      iv. **Give people time to process information.** Pause between topics.
      v. **Be visible** - Be careful not to face away from the audience to read projected material.
      vi. **Ensure all relevant sound is audible** through the sound system. For example, if the audience doesn't have a microphone, **repeat their questions and comments into your microphone before replying.**
      vii. **Describe pertinent parts of graphics, videos, and other visuals -** Describe them to the extent needed to understand the presentation. (You usually do not need to describe decorative images.)
      viii. **Describe other visual information.** For example, a speaker asks people to raise their hands if they make their websites fully accessible. The speaker should then describe the visual response: "About half raised their hand".
      ix. **Read more here**
   b. Be sure to use proper disability language. Language around disability should be neutral and not laden with value judgments or adjectives that are negative. Review the Language Guidelines attachment for more information.
   c. Make your PowerPoint accessible:
      i. **Make text and important visuals big enough** to be read even from the back of the room. This includes graphics on slides, videos, posters, and other non-electronic material.
      ii. **Use an easy-to-read font face**.
      iii. **Read more here if you wish: Link**

        iv.   [Visual Accessibility 1](#)
        v.   [Visual Accessibility 2](#)

2. Review policies:
   a. As a presenter, you agree to the Incompass Michigan code of conduct. Incompass Michigan expects all event presenters to abide by this code of conduct and all applicable laws at all virtual or in-person trainings, meetings, and conference-related social events. Incompass Michigan is dedicated to providing a positive and harassment-free virtual conference experience for everyone, regardless of race (including traits historically associated with race, including, but not limited to, hair texture and protective hairstyles), color, religion, sex (including sexual orientation, gender identity, or pregnancy), national origin, age, disability, or genetic information (including family medical history), marital status, height, weight, arrest record, veteran status or any other basis protected by applicable state, federal, or other law. We do not tolerate harassment of event participants or staff in any form. Presenters will not engage in disruptive speech or behavior or otherwise interfere with this event, or other individuals' participation in the event. Event presenters violating these rules may be sanctioned or expelled from the event. If you witness or are subjected to inappropriate behavior or have good faith concerns related to an event, please immediately notify event staff.