

HMEC 2017

Guidelines for Speakers

(I) Stick to the Objectives and Stress What is important

Make sure that your presentation hits at least one or more of the following objectives as declared by the conference. During the presentation, do mention which of the 'objectives of the conference' you are trying to emphasize through your presentation.

- (a) To explore ways of anchoring Hindu Dharma's "Sanaatan" values in the hearts of coming generations and what roles Mandirs can play to make that happen.
- (b) The conferees would explore avenues of expanding Mandirs' roles to meet the ever-changing needs of N. American and Caribbean Hindu Community in social and cultural realms.
- (c) The Conference will be a place where you could offer your wisdom in specific areas, for everyone else's benefit.
- (d) The conference will discuss ways to help Mandir executive assume leadership roles at national level, by getting involved in national initiatives.
- (e) Conference would be a place of formal recognition of the efforts of Hindu Executives.

State clearly at the beginning what you intend to demonstrate and why it is important. You should conclude with a restatement of your most important points.

(II) Be Precise - (Maximum 6 Charts)

Please take into consideration the fact that the Mandir Executives are leaders in their community, more used to making presentations as opposed to listening to them. So be precise and to the point.

(III) Present Benefits to the Mandir Executive

Please try and see the presentation from the perspective of the 'Mandir Executive'. Let it be their wish list as opposed to ours. You may ask this question: How may a temple Executive be able to apply this in his/her temple?

(IV) Finish within the allotted time -- Typically 10 Minutes

You are required to complete your presentation in the time allotted to you. The panel chair is instructed to end your presentation when your time has expired, regardless of whether you have finished saying what you had hoped to say. Any extra time you attempt to take would be "stolen" from other panel members.

(V) Practice the Presentation

It is crucial that you pace your presentation such that you are able to complete it and give a coherent ending within the time allowed.

(VI) Provide Contact Information in the Presentation

Please provide your contact details: email, phone and organizational association in the presentation for the benefit of those who wish to contact you. You can do that at the back or in the title chart.

We strongly recommend that you practice your presentation -- if necessary, repeatedly -- until you can comfortably complete it in the available time.

 **Please use the attached PRESENTATION TEMPLATE (Powerpoint)**