

American Heart Association

Scientific Sessions 2026

Speaker Orientation

October 2026

Orientation Agenda

- ❖ PowerPoint Creation.
- ❖ Optional Polling Audience Response Question Integration
(Session Specific, assigned by the American Heart Association)
- ❖ Audience Q&A
- ❖ Presentation Upload.
- ❖ In Room Speaking Experience.
- ❖ Video Resources.
- ❖ In Person Assistance.

PowerPoint Creation

Note: Polling is not mandatory and will be assigned to select sessions by the American Heart Association. The choice to include polling in your presentation is entirely up to you the speaker.

- ❖ **Resources:**
<https://professional.heart.org/en/meetings/scientific-sessions/programming/for-presenters-and-moderators>
- ❖ We encourage the use of the 2026 PowerPoint Template for Speakers (PPTX) to develop your presentations that can be downloaded here:
https://professional.heart.org/-/media/PHD-Files/Meetings/Scientific-Sessions/2026/AHA_SS26_PPT-Template_Speaker.pptx?sc_lang=en
- ❖ Create your polling questions (ARS) on slide(s) in the presentation where you would like.

Question Types:

1. Multiple Choice: Bar Graph
 2. Word Cloud: Open Ended/Short Responses
 3. Numerical Average: Average of Responses
 4. Brainstorming Question
- ❖ Upload your presentation into Orchestrate.

POLLING QUESTION TYPE 1

Question goes here

Multiple choice options go here.

Multiple Choice Questions are the most often used question type. There is no limit to the number of choices, but we recommend 4 – 6 choices for a typical Multiple-choice question.

Indicate the correct answer in the notes section and we will program the question to show the correct answer.

Default results display is a Bar chart.

We will use a 15 Second countdown then the results will automatically display on screen.

Polling is active on the next slide

POLLING QUESTION TYPE 2

Question goes here

The second most popular question type is the Word Cloud, use this Open Ended/Short Answer type question. This style of question has 4 display types. Indicate in the notes your desired display, options are:

1. Word Cloud – Good for **SINGLE** word answers
2. Wordle – Similar to Word Cloud also good for **SINGLE** word answers. Results are displayed slightly different than a word cloud
3. List – Just displays a list of responses – good for **MULTI-WORD** answers
4. Thought Bubble – Good for **MULTI-WORD** answers, nicer display than the list

We will use a 30 Second countdown then the results will automatically display on screen.

Polling is active on the next slide

POLLING QUESTION TYPE 3

Question goes here

Numerical Average or Likert Scale type question.

Can be used for Likert scale 1 – 5, 1 – 7 where the answer will be a single number - the average of all responses. It can also be 1 – 100 to get a percentage and again the result is a single number.

Simple example question: On a scale of 1 – 5 how would you rate this presentation? The users get a multiple-choice options listing 1, 2, 3, 4, and 5 but the result is displayed as a single number.

We will use a 15 second Countdown clock then the results will automatically display on screen

Polling is active on the next slide

POLLING QUESTION TYPE 4

Question goes here

Brainstorming type question.

This poll is an open-ended type poll where the users submit responses and those participating can upvote other responses submitted and the results will be displayed based on the number of upvotes each choice receives.

Simple example is asking the group where we should go to dinner, audience start responding with restaurant names if you see one you like, you can upvote it and move it to the top of the list.

We do not use a countdown for this question type, results will display as users input responses and other upvote their favorites. Leave this poll open as long as you need.

Polling is active on the next slide

Presentation Upload

Please contact programparticipant@heart.org if you did not receive an e-mail with instructions to upload your PPTX slides.

Once logged in you will also have access to the:

[Know Before You Go Tab for Additional Information](#)

[Help Tab for Technical Assistance](#)

❖ You have received a welcome email with a unique user registration link.

Please check your spam folder if not in your inbox.

❖ Link will launch a browser where you will be prompted for a two-factor authentication verification code that will be emailed.

Please check you spam folder if not in your inbox.

❖ Enter the verification code to complete the login.

❖ Headshot Upload.

Dimensions:

Minimum 600×600px

Ideally 1000×1000px

(square, 1:1 ratio)

Format:

JPEG or PNG

❖ Disclosures Review.

❖ Upload Files to your Session(s).

A confirmation will appear once your upload is complete.

❖ Logout

Polling Confirmation

- ❖ When you log in and your session is designated as a Polling/ARS session you will see an “Audience Polling” checkbox when uploading your file. Please select the checkbox if you have Polling questions in your presentation.

Note: You can alter your selection after uploading.

The screenshot shows a web interface for uploading a presentation file. At the top, there is a header bar with three sections: 'Date' (Thursday, December 17), 'Presenting From' (1:00 PM - 2:00 PM), and 'Room' (303C). Below this is a modal window titled 'Upload File'. Inside the modal, there is a table with columns for 'File Name', 'Audience Polling', and 'Primary'. A file named 'Sample Presentation1.pdf' is listed. The 'Audience Polling' checkbox is checked and circled in red. There are also 'Cancel' and 'Save' buttons at the top right of the modal. At the bottom of the modal, there is a 'My Device' button.

File Name	Audience Polling	Primary
Sample Presentation1.pdf	☒	☒

Presentations with Polling Due 48 Hours Before Session Start Time.

- ❖ Presentations with Polling will need to be received 48 hours BEFORE your session start time.
- ❖ Once we receive your presentation, we will program your questions and lock the profile.



Subsession has been locked by the ARS/Sync team.

- ❖ Notes about notifications and what we do for you.
1. We will program the questions and insert the Polling response slides into your presentation following your questions.
 2. We will add **ARS** to the beginning of your file name to indicate that the file is ready for live response.
 3. You may receive an e-mail saying a file has been deleted, do not worry that is just our team replacing your file with the programmed version.
 4. At this point, we will LOCK your file to prevent you from uploading a new file replacing the programmed version. You may however download the programmed version from the server and make any changes to that file or request that we unlock your file to upload a new file.
 5. When you arrive in **Chicago** and visit the **Speaker Resource Room**, you can also log in and make any changes to the file on the server.
 6. If you need to change a Polling Question or answer choice you **MUST** see one of the ARS Team on site!
 7. During your presentation when you arrive at your PowerPoint question slide simply read the question and possible choice to your audience and then advance to the polling slide, the polling will be open for 15 seconds, the results will then display on screen, discuss the results, then advance when you are ready to continue your presentation.

Audience Participation

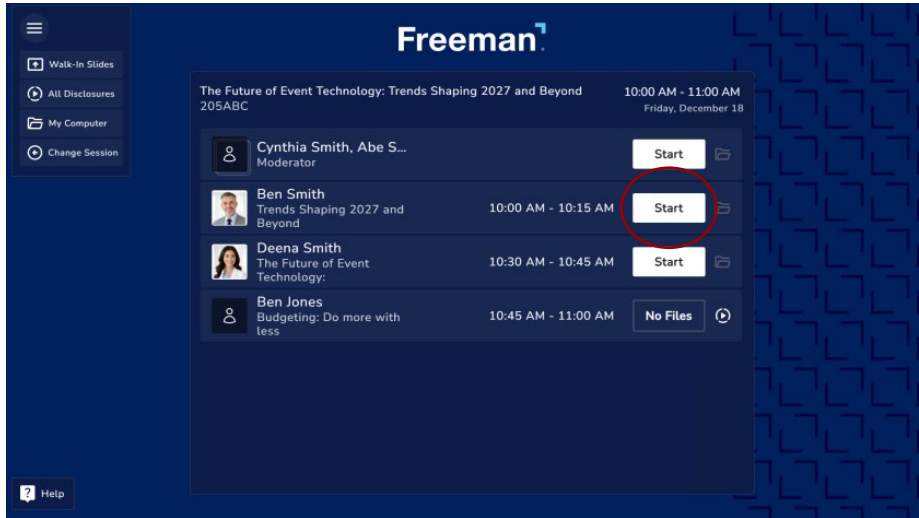
Will be through American Heart Association Conferences mobile app.

- ❖ Attendees will participate by navigating to the session in the mobile app.
- ❖ Polling will activate a 15 second countdown timer for attendee participation.
- ❖ Audience Questions will be submitted to and directed by session moderators.



In Room Experience

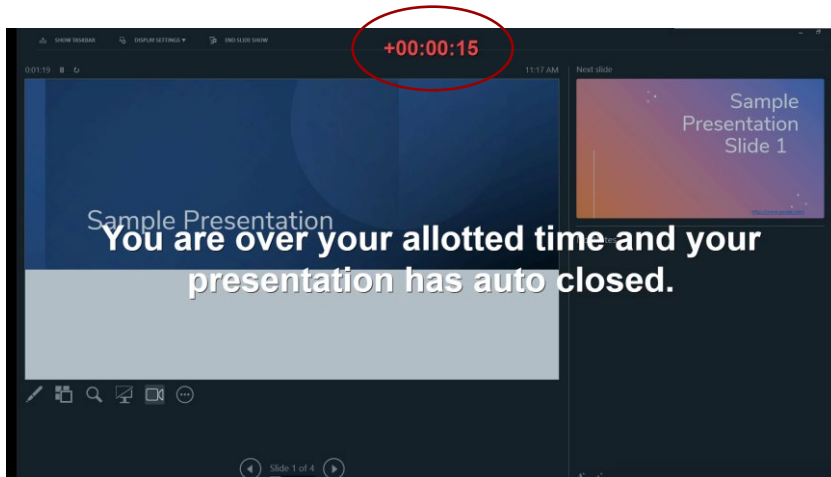
- ❖ At the presenting lectern you will find your name and launch your presentation by selecting the START button.



- ❖ Your disclosures will display to the audience with an onscreen message and once completed will launch into your uploaded presentation in speaker view displaying current slide, next slide and any slides notes you have included.

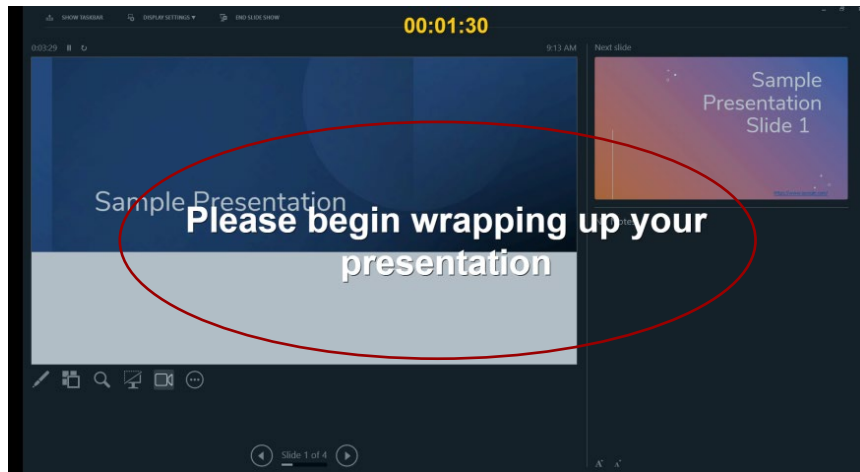
Presentation Laptop

- ❖ A Timer will automatically begin once you start your presentation and the disclosures display has finished.
- ❖ At 3:00 minutes remaining your timer will display YELLOW indicating that you are in the final minutes of your allotted time.
- ❖ Presentations will automatically close once your timer reaches +00:00:15 seconds beyond your allotted time.



Moderator Private Messaging

- ❖ Session Moderators will have the ability to communicate with you through private messaging.



Video Resources

❖ How to Log into Orchestrate using a Verification Code and upload your Session Presentation:

https://scribehow.com/embed-preview/Speaker_Experience_How_to_log_into_Orchestrate_using_a_Verification_Code_and_upload_your_Session_Presentation_QcULqAHWRsG5_rjKrnyz9w?as=video&size=flexible&voice=marin&scaleMode=contain

❖ How to Launch your Presentation file from the Meeting Room:

https://scribehow.com/embed-preview/How_to_Launch_your_Presentation_file_from_the_Meeting_Room_Auto_countdown_timer_dObp_yNbQoG12HCkonpGRA?as=video&size=flexible&voice=marin&scaleMode=contain

In Person Assistance

- ❖ When you arrive in Chicago at McCormick Place, please visit our Speaker Resource Room in N426AB located on the fourth floor above the North Hall.

Hours:

Thursday, November 5, 2026 | 3:00pm-5:30pm

Friday, November 6, 2026 | 6:30am-5:30pm

Saturday, November 7, 2026 | 6:30am-5:30pm

Sunday, November 8, 2026 | 6:30am-5:30pm

Monday, November 9, 2026 | 6:30am-3:00pm

- ❖ Our team will be available to assist you with making any updates to your presentation, incorporating polling, as well as give you the opportunity to preview your presentation in the session room setup.

THANK YOU



#ScientificSessions26