



2023 IFDA Solutions Conference

Innovation Lab Presentations – Frequently Asked Questions

Key Dates

Application Deadline: **July 14, 2023**

Approval Notice by: **August 3, 2023**

Who is eligible to present?

Presenting companies will be limited to registered exhibitors.

How do I submit a topic?

Please complete the [Innovation Lab Application](#) to have your innovative session topic considered for inclusion.

How many speakers may present for each company?

Each presentation slot is limited to a maximum of two speakers. We encourage you to have a current client, i.e. foodservice distributor, present alongside you.

How much does it cost to present?

The cost of each approved presentation is \$3,000 for IFDA members and \$4,000 for non-members. As a reminder, only registered exhibitors are eligible for this opportunity.

How long should presentations be?

Presentations are **30 minutes total** so we recommend 20 minute presentations with 10 minutes for Q&A. Presenters are urged to offer the audience the chance to continue the conversation at their booth at the conclusion of the presentation.

When are the presentations taking place?

Presentations will occur during exhibit hours – time slots will be assigned by IFDA if your presentation is approved. Your booth location will be considered during the assignment process.

How many seats are in each theater?

Each theater will be an open area on the exhibit show floor and they will be set with a minimum of 50 chairs.

Can I make changes to the application once it's submitted?

Yes. If you need to make changes to your application once it's submitted, please email Matthew Sherring at msherring@ifdaonline.org. If your session is approved, you will have an opportunity to make minor edits before presentation information goes to print.

Will audio visual equipment be provided?

Each theater will host a large projection screen, microphone, laptop and table for your presentation materials.

How/when should I send my presentation file(s)?

If your presentation is confirmed, you will be provided with a link to upload your files ahead of time as well as a deadline to do so. We will test them and advise of any issues. We also recommend bringing your presentation files on a flash drive on-site as a backup.

Will I receive a list of those who attended my presentation?

Yes! We will capture attendance via lead retrieval as folks enter the lab and Matthew Sherring will email those lists.