

## **Process for Uploading Presentations for the 2025 PEM Fellows Conference**

To ensure a smooth and organized submission process for the 2025 Pediatric Emergency Medicine Fellows Conference, please follow these steps:

### **1. Uploading Presentations**

Fellows should upload presentations to the designated Dropbox folder at the following link:  
<https://www.dropbox.com/scl/fo/jveqznbzgahzh0w4n58/AHzOC3PABkxuFnZk22DUodw?rlkey=czhj3j5uci0v1iuyy9belqgba&st=w7vf9r4q&dl=0>

#### **File Naming Guidelines**

Please name your presentation file in the following format:

"LastName - Presentation Title"

Example:

\*Smith - Innovations in Pediatric Emergency Medicine\*

#### **Preferred File Formats**

- PowerPoint (.ppt, .pptx)
- PDF

If you prefer to use Google Slides, please email both of the following contacts to coordinate submission:

- Lise Nigrovic: Lise.Nigrovic@childrens.harvard.edu
- Brad Sobolewski: Brad.Sobolewski@cchmc.org

### **2. Alternative Submission (If Dropbox Upload Fails)**

If you are unable to upload your presentation to the Dropbox folder, please email your presentation as an attachment directly to:

Brad Sobolewski: Brad.Sobolewski@cchmc.org

#### **Email Subject Line**

The subject of your email should be:

"2025 PEM Fellows Conference Research Presentation Submission - LastName"

### **3. Submission Deadline**

All presentations must be uploaded or submitted no later than:  
Wednesday, March 5, 2025, at 11:59 PM PST

This deadline ensures sufficient time for review and preparation before the conference on Sunday, March 9, 2025.

### **4. Questions or Issues**

For any questions or concerns, or if you encounter difficulties with your submission, please contact:

Lise Nigrovic: Lise.Nigrovic@childrens.harvard.edu

Thank you for your cooperation, and we look forward to your contributions!