



DIA 2024
GLOBAL ANNUAL MEETING
SAN DIEGO, CA | JUNE 16-20

60TH ANNIVERSARY
CHARTING NEW HORIZONS

Community Round Table Discussion Reference Guide

This is an informational guide to aid in your role as a Community Round Table facilitator. Any questions related to Community Round Tables may be directed to AnnualMeetingProgram@DIAGlobal.org

Community Round Table Discussion Overview

Community Round Table Discussions are 60-minute DIA Community member-facilitated discussions that are inspired by sessions within the DIA 2025 program. This is an exclusive opportunity for DIA Community members to continue the dialogue and develop connections with current and potential new community members. Community Round Table Discussions are designed to carry learning and debate from sessions to real-life application and discussion.

Developing a Community Round Table Discussion

- Community Round Tables are scheduled Monday, June 16 – Thursday, June 19.
- Community Round Tables may have up to two (2) facilitators.
 - DIA does not allow more than one participant from the same company to present within the same program offering (this includes Session Chairs and speakers). Should you believe that having more than one participant from the same company is crucial to your session's success, requests for session participants, from the same company, may be submitted to DIA, at AnnualMeetingProgram@DIAGlobal.org, for consideration. **Please note - limiting the number of speakers from the same company is a Continuing Education best practice and mitigates perceived bias from within the audience.**
- PowerPoint presentations are NOT permitted.
- Develop a few questions to kick off and facilitate the discussion.
- Facilitators must adhere to all [DIA Guidelines](#).

Executing a Community Round Table

Plan to introduce the session and welcome any session participants (chair/speakers) if they were able to attend. Facilitate an open discussion. Facilitators should be prepared to open the discussion by posing the first question to the audience or framing a discussion point to start with.

Best Practice Tip! Develop 2-3 questions to pose to the audience should the discussion need reinvigorated or pulled back on track.

DIA will invite the session chair and speakers to participate in the corresponding Community Round Table Discussion. Once speakers have agreed to participate, DIA will inform the Community Round Table Discussion facilitator(s). Regardless of speaker availability, the Round Table Discussion will be held. It is



not uncommon for Community Round Table Discussions to proceed without the involvement of session speakers and chairs.

On-Site Room and AV Set-Up

Community Round Tables will be equipped with wireless microphones for the presenter(s) and a hand-held microphone for attendees. There will be no screen or projector. PowerPoint presentations are not permitted.

There is no sign-up or pre-registration for Community Round Table Discussions – attendance will be on a first-come, first-serve basis. The sessions will not be recorded.

Questions? Contact AnnualMeetingProgram@DIAGlobal.org.