



**National
Sustainability
Society**

**National Sustainability Society Inaugural Conference
October 20-22, 2025
PRE-ORGANIZED PANEL GUIDELINES**

Pre-organized panels offer the opportunity for a panel of sustainability thought and action leaders to showcase a collection of ideas, projects, collaborations, solutions, and other elements that would benefit from a shared, organized discussion and an in-depth exchange with the audience.

To this end, your panel should be an active, flowing, moderated discussion, not a series of speakers/presentations. Powerpoint slides are not required for your panel, but if you think they will add to the conversation please submit them to your panel folder on the [NSS Conference Presentation Submission Page](#). You will need to know your session title and track ID. If you do not know your session title and track ID, please check the [latest version of the conference program](#).

During the session, the panel moderator will introduce the session and panelists, guide the conversation, and keep time. There will also be an NSS conference volunteer in the room who can access slides if you have them and help keep time.

We suggest the following format: The panel moderator provides a set of questions to the panelists in advance, assigning each panelist a question to respond to in 2-3 minutes, and then offers the other panelists a minute or so to follow up or add-on. Then, move on to the next question, presented to another panelist, and follow the same structure.

The number of questions will depend on the number of panelists:

2 panelists: 10-12 questions total; 5-6 questions for each panelist
3 panelists: 8-10 questions total; 4-5 questions for each panelist
4 panelists: 6-8 questions total; 3-4 questions for each panelist
5 panelists: 4-6 questions total; 2-3 questions for each panelist

Definitely leave time at the end of your panel for audience questions and comments! We suggest 10-20 minutes out of the 75 minute session for audience engagement. Please let us know if you need any further guidance or support for your panel.