**P**harmaceutical **D**iscussion **G**roups

psdg@rcn.com

**PSDG Virtual Meeting 2020**

**November 15, 2020**

**Vendor FAQ**

**Who are the participants & why are they meeting?**

PSDG meeting participants are currently employed by a company that performs some or all of the stability functions for a Pharma/Bio/Device Product. The purpose of the meeting is to share information on a broad range of stability topics over the entire course of the meeting, so the quality and success of the meeting rely on a commitment to avoid registering those who are “there to learn” as opposed to those who are “there to share.”

**What’s the Mini-Course?**

A 2-hour mini-course provided on Sunday from 3:30-5:30pm by PSDG vendors or participants regarding focus topics associated with the stability function. It includes presentations, followed by a panel discussion with the audience for Q&A.

**PSDG 2020 Mini-Course Topic**: Accelerated Stability Extrapolation

**How do I register to provide an exhibit at the virtual meeting?**

Fill out the Vendor Registration Application form and email it to psdg@rcn.com.

**Can I pay my registration fee with my credit card?**

No, PDG is not able to accept credit cards. Checks (corporate or personal) must be made payable to “PDG.” Registration payment is requested 1 week prior to the meeting. Payment by the time of the meeting (corporate or personal check or cash) is essential.

**What do I do to provide a vendor “booth” at the virtual PSDG meeting?**

Our virtual technology provider will set up the links you need to have a virtual booth.

You can choose your location of home or office to have whatever visual background or support (water, snacks, restroom, etc.) you need.

You and/or your team will host a Zoom meeting for which participants will click on to “walk into/out of” much like an in-person PSDG meeting. You can chat, talk about products or services, show an info video, visit your website, or expand your conversation to include others with similar interests.

The technology records who checked in to see you and provide you with the participant contact information. We will have our usual prize drawing for participants who checked in with every vendor, but this time you won’t have to sign their signature collection list.

In advance of the meeting, we need an official version of your logo and a sentence or 2 summarizing your product line or services along with any links you would like to make available.

When participants go to the Vendor Expo, they see a virtual hall containing all the exhibition booths and can “click” their way into your booth’s Zoom meeting.

If you would like to talk more about the process, contact John O’Neill at [john@stabilityhub.com](mailto:john@stabilityhub.com).

**What’s the dress code?** Business casual

**I am a vendor, but can I also be a participant?**

If you are not a consultant; your business directly provides a significant part or all of the stability function; and you can supply the benchmarking information for the variety of stability topics discussed, you could be a good attendee candidate. However, if for example your company’s sole business is to conduct a particular HPLC analysis for stability studies, you might spend only about 30 minutes of the 3-day meeting discussing that analysis method, but no information would be contributed from you for the rest of the meeting, making it a waste of your time and depriving others of information that a more generalized stability participant would be able to supply.

If you qualify to be a participant, send an email to [psdg@rcn.com](mailto:psdg@rcn.com) to request a participant registration form and meeting details.

**Why do I see both PDG and PSDG mentioned in conjunction with the meeting?**

**P**harmaceutical **S**tability **D**iscussion **G**roup is the name of this meeting, which is being organized through Pharmaceutical Discussion **G**roups, a not for profit, volunteer-powered, professional affinity association.