



Innovations in Testing 2016

**Speaker Packet – ePosters**

March 20-23, 2016

Hilton Orlando Bonnet Creek

Orlando, Florida



**Innovations in Testing**  
**March 20-23, 2016**  
**Orlando, FL**

Dear Conference Speaker:

Thank you for agreeing to serve as a speaker for the upcoming Innovations in Testing Conference to be held March 20-23, 2016, at Hilton Orlando Bonnet Creek. We look forward to a very successful conference!

Enclosed you will find the following information:

- Table of Deadlines 2
- Conference Essentials (date, location, etc.) 4
- ePoster Information 5
- Speaker Registration and Hotel Information 6
- Presentation and Session Guidelines 7

**Below is a table of items and upcoming deadlines for your reference.**

| Activity                               | Deadline                          | Return via:  |
|--|-----------------------------------|--|
| Make Hotel Reservation                 | Immediately – Rooms will sell out | see Page 6 for more info   |
| Complete Online Presentation Agreement | October 29, 2015                  | <a href="#">Click here for presentation agreement</a>                                |
| Register for the Conference            | January 5, 2016                   | <a href="http://www.innovationsintesting.org">www.innovationsintesting.org</a>       |
| Email Most Recent Bio                  | January 15, 2016                  | <a href="mailto:atpspeakers@designingevents.com">atpspeakers@designingevents.com</a> |
| Send Final PowerPoint Presentation     | March 5, 2016                     | <a href="mailto:atpspeakers@designingevents.com">atpspeakers@designingevents.com</a> |

**Presentation Specialist at Your Service**

We have implemented several ways to help all presenters with creating and delivering a powerful presentation at the Innovations in Testing conference. For 2016, ATP is making available a Presentation Specialist who will conduct training and offer tips in various ways:

1. As mentioned in the call for presentations process, we will be hosting an informational webinar which will include helpful tips for presenting a session that gets exceptional reviews, as well as an explanation of expectations as an Innovations in Testing conference presenter. It's mandatory that at least one presenter for each session view the webinar. The webinar will take place in January, and will be recorded for viewing at your leisure. More details will be sent to you.



**Innovations in Testing  
March 20-23, 2016  
Orlando, FL**

2. ATP will host an onsite meeting on Sunday prior to the conference starting on Monday. All presenters are encouraged to attend this meeting which will provide last minute tips to get ready for your presentation, as well as what to expect for each type of session.
3. Take advantage of the speaker lounge where you can prepare for your presentation, meet with your co-presenters, and ask questions from our Presentation Specialist.

If you have any questions about these materials, due dates, or for additional information, please contact:

Lynn Olexy  
1-443-293-4012  
[atpspeakers@designingevents.com](mailto:atpspeakers@designingevents.com)



Innovations in Testing  
March 20-23, 2016  
Orlando, FL

**CONFERENCE ESSENTIALS**

**When does the conference start/conclude?**

The conference begins on Sunday, March 20th at 5:00 PM for the First Time Attendees Reception, followed by the Conference Welcome and Opening Reception starting at 6:00 PM. The conference concludes at 12:30 PM on Wednesday, March 23<sup>rd</sup>.

**Conference Location:**

**Hilton Orlando Bonnet Creek**  
14100 Bonnet Creek Resort Lane  
Orlando, FL 32821  
Phone: (407) 597-3600  
<http://www.hiltonbonnetcreek.com>

**Do I need to register for the conference?**

Yes, please register online at [www.innovationsintesting.org](http://www.innovationsintesting.org). You are encouraged to register as early as you can, but no later than January 5<sup>th</sup>, 2016. Registration is required to present at this year's conference. Please note the early bird discount will apply if you register prior to January 5<sup>th</sup>, 2016.

**Do I need to make my own travel reservations?**

Yes, you will need to arrange all of your travel to and from the conference. Please contact the hotel directly to book your room. More information regarding lodging can be found on Page 6. **\*\* Book your flight and room early as this is Spring Break week for some schools.**

**What equipment will my presentation space have?**

Each showcase area will be equipped with the following items:

- Large monitor to connect your laptop to
- Small table for materials

If you have a disability and need any accommodation in order to present at this conference, please contact Lynn Olexy, at [atpspeakers@designingevents.com](mailto:atpspeakers@designingevents.com) or 443-293-4012.



Innovations in Testing  
March 20-23, 2016  
Orlando, FL

### **ABOUT THE ePOSTER SHOWCASE**

#### **When is the ePoster Showcase?**

The ePoster Showcase is being held from 5:00 – 7:00 PM on Monday, March 21, 2016.

#### **When do I set up for my presentation?**

Setup for the ePoster Showcase is from 3:00 – 4:00 PM on Monday, March 21, 2016.

#### **When do I break down after my presentation?**

Breakdown for the ePoster Showcase is from 7:00 – 8:00 PM on Monday, March 21, 2016.

#### **What is the format of this session?**

ePoster Showcase runs throughout the course of the 2 hours allotted for the joint reception and session. During this time attendees are encouraged to review the showcases displayed while enjoying the reception with the Exhibitors. Conference attendees will mingle with Showcase Presenters, so you are encouraged to stay with your showcase to discuss your topic and to answer questions.

#### **What is an ePoster Session?**

An ePoster Session is an electronic presentation/demonstration that is displayed on a large monitor and features content consistent with the theme of "Innovations in Testing." A poster session typically lasts about 6 minutes and repeats throughout the course of the 2 hours allotted for this special joint reception and session. Attendees are encouraged to review the ePosters while enjoying the Reception with the Exhibitors. Conference attendees will mingle with presenters, so you are expected to stay with your ePoster to discuss your presentation and to answer questions. You will need to bring your own computer to hook up to the monitor.



**Innovations in Testing  
March 20-23, 2016  
Orlando, FL**

**SPEAKER REGISTRATION & HOTEL INFORMATION**

**Speaker Registration:**

All speakers participating in the conference must register for the conference. To register for the conference, please register online at [www.innovationsintesting.org](http://www.innovationsintesting.org). The registration fees are:

| ATP Member   |          |
|--------------|----------|
| Early Bird   | \$650.00 |
| After Jan. 5 | \$750.00 |
| Non-member   |          |
| Early Bird   | \$750.00 |
| After Jan. 5 | \$850.00 |

**Hotel Reservations:**

Please visit the conference website for more information regarding hotel and travel <http://www.innovationsintesting.org/venue-travel.aspx>

**Hilton Orlando Bonnet Creek**  
**14100 Bonnet Creek Resort Lane**  
**Orlando, FL 32821**  
**Phone: (407) 597-3600**  
<http://www.hiltonbonnetcreek.com>

Conference Room Rate: \$259.00 Single/Double per night plus taxes. Hotel reservations will be accepted at the conference rate until February 16, 2016 and are sold on a first- come first- serve basis.



Innovations in Testing  
March 20-23, 2016  
Orlando, FL

**PRESENTATION & SESSION GUIDELINES**

1. It is mandatory that at least one presenter for each session attend a training webinar to be held in January. More details will be provided soon.
2. Presenters are encouraged to attend an optional pre-conference training presentation on Sunday, March 20<sup>th</sup>.
3. ATP prefers that all speakers use the conference PowerPoint template provided via e-mail to ensure consistent and professional presentations throughout the conference. The template will be sent to all speakers by via email closer to the conference.
4. Presentations that focus on the commercial intent of a product or a service are not permitted.
5. Please send your presentation by March 5, 2016 to [atpspeakers@designingevents.com](mailto:atpspeakers@designingevents.com). More information on this process will follow.
6. ATP does *not* provide a laptop for the session and requests that you please bring your own with all presentation slides saved to *one* presentation laptop. Please coordinate with other speakers if you are a co-presenter.
7. ATP will be providing all presentations to conference attendees electronically. ATP will not be providing handouts for each session. If you wish to have handouts for your session you are welcome to provide them. Please come prepared with 75 copies of your handouts for each session.

**POWERPOINT SLIDES**

You will receive a PowerPoint template that we strongly encourage you to use for your presentation. More information is coming soon regarding this template.

**QUESTIONS?**

Please don't hesitate to contact us at [atpspeakers@designingevents.com](mailto:atpspeakers@designingevents.com) or by phone at +1-443-293-4012.

Thank you for your contribution to the 2016 Innovations in Testing conference!