



Innovations in Testing 2016

**Speaker Packet – Featured Speakers**

March 20-23, 2016

Hilton Orlando Bonnet Creek

Orlando, Florida



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

Dear Featured Speaker:

Thank you for agreeing to serve as a Featured Speaker for the upcoming Innovations in Testing Conference to be held March 20-23, 2016, at the 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.) 3
- Speaker Registration and Hotel Information 4

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

Activity	Deadline	Return via:
Make Hotel Reservation <b>**please make your hotel and air reservations early as this is Spring Break for some schools</b>	Immediately – Rooms will sell out	see Page 5 for more info
Complete Online Presentation Agreement	October 29 , 2015	<a href="#">Click here for presentation agreement</a>
Complete Online A/V Form	December 2, 2015	<a href="#">Click here for A/V agreement</a>
Register for the Conference	January 5, 2015	<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>

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

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



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**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 23rd.

**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.

**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 4. **\*\* Book your flight and room early as this is Spring Break week for some schools.**

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

Each meeting room will be equipped with the following items:

- LCD Projector
- Podium
- Screen

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 1-443-293-4012.

**Session Coordinator/Session Moderator Information:**

A session coordinator/moderator will be added to each workshop and breakout session. They will assist in:

- Introducing the speakers
- Keeping the session on time
- Handout and collection of session evaluations



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**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>

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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.