



Innovations in Testing 2018

Speaker Packet – Featured Speakers

February 18-21, 2018

JW Marriott San Antonio Hill Country

San Antonio, TX



**Innovations in Testing
February 18-21, 2018
San Antonio, TX**

Dear Featured Speaker:

Thank you for agreeing to serve as a Featured Speaker for the upcoming Innovations in Testing Conference to be held February 18-21, 2018, at JW Marriott San Antonio Hill Country Resort & Spa. 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	Immediately – Rooms will sell out	see Page 4 for more info
Complete Online Presentation Agreement	November 17, 2017	Click here for presentation agreement
Complete Online A/V Form	December 8, 2017	Click here for A/V agreement
Register for the Conference	January 2, 2018 (register by December 8, 2017 and save with our early bird discount)	Register Here!
Email Most Recent Bio	January 2, 2018	atpspeakers@designingevents.com
Send Final PowerPoint Presentation	January 12, 2018	atpspeakers@designingevents.com

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

Kim McManus
1-443-293-4011
atpspeakers@designingevents.com



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CONFERENCE ESSENTIALS

When does the conference start/conclude?

The conference begins on Sunday, February 18th 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, February 21st.

Conference Location:

**JW Marriott San Antonio Hill Country Resort & Spa
23808 Resort Pkwy
San Antonio, TX 78261
Phone: (210) 276-2500**

Do I need to register for the conference?

Yes, please register online at www.innovationsintesting.org. You are encouraged to register as early as you can, but no later than January 2, 2018. Registration is required to present at this year's conference. Please note the early bird discount will apply if you register prior to December 8, 2017.

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.

What equipment will my presentation room have?

Each meeting room will be equipped with the following items:

- LCD Projector
- Podium
- Screen
- Podium microphone and speakers
- Audio cord in case you will be showing video

If you have a disability and need any accommodation in order to present at this conference, please contact Kim McManus, at atpspeakers@designingevents.com or 1-443-293-4011.

Session Coordinator/Session Moderator Information:

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

- 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. The registration fees are:

ATP Member	
Early Bird	\$720.00
After Dec. 8	\$820.00
Non-member	
Early Bird	\$990.00
After Dec. 8	\$1,090.00

Hotel Reservations:

Please visit the [conference website](#) for more information regarding hotel and travel.

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Conference Room Rate: \$279.00 Single/Double per night plus taxes. Hotel reservations will be accepted at the conference rate through January 25, 2018 and are sold on a first- come first- serve basis.