

March 23-26, 2025







# F.A.Q.

### What is the format of my session?

Peas in a Pod Discussions are informal 50-minute conversations with fellow conference attendees who share common interests. Pods do not include presentations and do not include projectors or slides. This is all about direct engagement and exploration of ideas. Peas in a Pod Discussions should not have more than two facilitators.

## Do I need to register for the conference?

Yes, please register for the conference <u>here</u> as soon as possible. Registration is required to present at this year's conference.

### Do I need to make my own travel arrangements?

Yes, you must arrange all your travel to and from the conference. Please contact the hotel directly to book your room by February 28, 2025. We encourage attendees to book their rooms as soon as possible, as they are on a first-come, first-served basis.

To view information on how to book your room, click here.

# What equipment will my presentation room have?

Your meeting room will **NOT** have AV equipment. Instead, you will have a special setup meant to foster direct engagement.

#### What if I need assistance for ym discussion on the day of the conference?

Canvas Meetings staff will be available if you need support. We ask that all speakers show up 10 minutes before your discussion to set-up and prepare.

#### **Is there a Conference App?**

Yes, we will have a conference app where you can access conference materials, sessions, conference information, and more. We will send out more information on how to access the app the week before the conference.

## What items need to be completed for my presentation?

If you still need to complete the following requirements for the conference, please do so as soon as possible. This will ensure that Canvas Meetings has everything it needs to make your presentation as successful as possible during the conference.

- 1. Register for the Conference Early Bird Rates are available until December 13, 2024.
- 2. <u>Book your hotel room</u> Rooms are limited so book early! This special ATP attendee rate is only valid on a first come, first-served basis through February 28, 2025.
- 3. Complete the online presentation agreement if you have not done so already.
- 4. <u>Submit your most recent Speaker Bio</u> Due October 25, 2024.

| Thank you for your participation in the conference! If you have questions prior to the conference |
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| please contact us at <a href="mailto:atp@canvasmeetings.com">atp@canvasmeetings.com</a> .         |
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