



***GETTING THE MOST
FROM THE SUMMIT***

Thank you for registering for STC's Technical Communication Summit.

The Summit offers all kinds of education, along with the opportunity to meet other people who "speak your language."

Please take a few minutes to review these slides so that you can get the most from your first experience at the Summit.

Tip #1: Plan a daily schedule

- Use the onsite or [online program](#) to select a first choice session for each time slot.
- Select a second choice session for each time slot. Your first choice may not be what you expected. It's o.k. to leave a session.
- Experience different session formats- presentation, training solution, and spotlight talks.

Tip #2: Take advantage of “resources”

- Before the Summit, check-out the Summit website to find out about presenters and other attendees-
<http://summit.stc.org/schedule/>
- Stay at the Gaylord National Resort and Conference Center to be close to the action all day!
- Visit with the exhibitors in the Expo Hall.
- Attend the Welcome Reception and meet exhibitors and STC community leaders.
- Introduce yourself to speakers you really like. They'll appreciate the positive feedback!

Tip #3: Network-Everyone is doing it!

Networking starters.....

- ❖ Hi! I'm (your name) from (city, state, country).
Where are you from?
- ❖ This is the first time I've been to the Summit—
how about you?
- ❖ I'm really looking forward to
(session/presenter). What else do you
recommend?

NETWORKING OPPORTUNITIES

WELCOME RECEPTION-SUNDAY AT 7:00 PM

- Meet STC community leaders and other professional members.

STC ANNUAL BUSINESS MEETING-MONDAY AT 5:30 PM

- Witness the passing of the gavel and installation of new board

HONORS RECEPTION-TUESDAY AT 5:30 PM

- Celebrate STC's top award winners, and the Most Improved Community and Community of the Year award winners

HONORS AFTER PARTY-TUESDAY AT 7:00 PM

- Hosted by the Washington DC-Baltimore Chapter, immediately following the Awards

COFFEE AND REFRESHMENT BREAKS

- Just smile and say "Hello" to anyone.

Recognize yourself. Wear ribbons!
Ribbons available at the registration counter.



Pick Up Your 1st Time Attendee Ribbon.



Tip #4: Follow conference “etiquette”

- Wear your nametag where it can be seen. This will help others remember your name, and badge checkers will let you in the special events!
- Don't let your cell phone/mobile device annoy others.

Other helpful tips:

- Read the program. Lots of good information there.
- Dress to be comfortable, but remember you'll be in large meeting rooms where the AC takes a while to adjust.
- It's o.k. to give yourself a break and skip a session.
- Stop by the Welcome table to pick-up information about fun things to do in National Harbor and the area. Say "Hello" to our Washington DC-Baltimore chapter members!

QUESTIONS?

CONTACT:

- Elaine Gilliam, STC meeting manager
elaine.gilliam@stc.org

We look forward to seeing you at Summitt'17!

Start planning for next year....

Summit'18

20-23 May 2018

Orlando, FL