



imagine

Dscoop**Phoenix**

MARCH 1 - 4, 2017 • PHOENIX, AZ, USA

Idea Exchange Speaker Orientation

Agenda

- DscoopPhoenix Overview
- Imagination WonderLab
- DscoopPhoenix App
- Speaker Check-in
- Room Set-Up/Room Monitors
- Before, During, and After Your Session
- Session Changes/Cancellations/Substitutions
- Presentation Materials
- Q&A



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Dscoop Daily Breakdown

- Wednesday March 1st ASU site visit– Deep dive Sessions – Partner sessions – Keynote Billy Beane – Charity Event
- Thursday March 2nd – Keynote John Foley – Education sessions – Keynote Doug Lipp – Reception in the Imagine Technology Showcase
- Friday March 3rd – Keynote, DigiWrap (Shark tank) – Education Sessions – Imagination WonderLab open (12:00 – 5:00pm) – Dscoop Party



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DscoopPhoenix Education Overview

- Over 70 breakout Sessions and 34 Sessions in the Imagination WonderLab
- Networking Opportunities
- Imagine Technology Showcase
- Keynotes Billy Bean, John Foley, Doug Lipp, and Jim Belushi (playing the Dscoop Celebration Party)



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Imagination WonderLab

- Going to be right next to the Imagine Technology Showcase (North Hall A)
- Grand unveiling will be Friday 3/3 at noon
- 6 theaters simultaneously running – Business, Operations, Marketing, Technology, Creator Circle 1, Creator Circle 2 – Each Theater has its own Moderator
- Speaker Check in Table – Map and schedule
- Idea Exchange sessions – 20 minute presentation with a 10 minute Q/A
- These sessions are designed to be interactive, highly participatory, and encourage networking among attendees
- The moderator should do an introduction and have questions ready about the session to kick start the discussion
- The moderator will be watching time – this runs on a tight schedule, if the attendees want to continue the discussion, they will head to the Disruptors bar



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Get the App

- Please visit the DscoopPhoenix website to get the app:
<http://dscoopphoenix.org/mydscoop>
- Check your session title, abstract, bio, time and date
- Market your session on the Social Feed
- Session Evaluations
 - Completed by attendees in the App
 - Link will be available in the session record
 - Please encourage all attendees to fill it out – highly important
- Onsite App Assistance Kiosk



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Speaker Check-in

- Make sure you have received a conference badge
- Be at North Hall A 45 minutes before your session
- Make sure you have checked-in at the speaker check-in table
- If you want to meet your moderator face to face, do so at from 12:00pm till 1:00pm



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Theater Set-up

- Equipment Provided
 - Projector and VGA cord
 - Screen (or monitor)
 - Wireless Lav and In-line Podium Mic
 - Sound for any audio in presentation
 - Wireless Internet Access (For all attendees)
 - PC Laptop Computer
 - Small stage and podium



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Room Monitors

- Manage wireless mics
- Conduct headcounts
- Pre and Post rooms checks
- Assist with any room issues
- Answer questions



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After Your Session

- Make sure you exit on time
- Head to the Disruptors Bar – see if any of your attendees have any more questions
- Check the MyDscoop App and see if there are any attendee questions
- Happy Hour Starts at 4pm in Hall A – Enjoy!



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Presentation (PowerPoint)

- Email it to mjones@dscoop.com
- Bring it on a flash drive and store it on a cloud drive (to be safe)
- A PDF will be available to attendees via the mobile app



Cancellations & Substitutions

- Notify Mike Jones immediately (310) 489-4817
- Submit a substitute presenter if you can
- Failure to notify us by phone will result in a one year ban from Dscoop
- Make sure to contact your hotel if you are delayed so they don't give away your room



Summary

- Everyone should confirm they are registered for the conference
- Get the MyDscoop App – Double check, session, title, abstract, and bio
- Check-in at Onsite registration before arrival
- Arrive 45 minutes to Hall A before your session (or at noon if you want to meet your moderator)
- Start and end session on time (30 mins)
- Remind attendees to complete the session evaluations via the app and head to the Disrupters Bar to continue the conversation
- Don't forget VGA ports, adapters, cords, video files, and PPT
- Questions or Issues, contact Mike Jones (310) 489-4817



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