



## 2010 Expo! Expo! Schedule of Events

(As of 23 August 2010)

Dates, times and location subject to change

All activities at New Orleans Morial Convention Center unless otherwise noted ( ).

Host Hotels include Hilton New Orleans Riverside, Sheraton New Orleans Hotel, and Marriott New Orleans

### Sunday, 5 December

2:30 PM	5:30 PM	CEM Faculty & Presenter Training (Hilton Riverside)
6:30 PM	9:30 PM	CEM Faculty Dinner (Arnaud's Restaurant)

### Monday, 6 December

6:00 AM	6:00 PM	Shuttle Buses to/from Host Hotels & New Orleans Morial Convention Center
7:00 AM	6:00 PM	<ul style="list-style-type: none"> <li>▪ Registration</li> <li>▪ Cyber Center</li> <li>▪ E-Central</li> <li>▪ First Aid</li> <li>▪ Media Lounge</li> <li>▪ Speaker Check-In</li> <li>▪ Summit Club</li> </ul>
7:30 AM	8:30 AM	CEM Continental Breakfast
8:30 AM	5:00 PM	CEM Program, <i>Sponsored by Freeman</i> <ul style="list-style-type: none"> <li>▪ Facilities &amp; Site Selection</li> <li>▪ Conference &amp; Meeting Management</li> <li>▪ Exhibition &amp; Event Sales</li> <li>▪ Security, Risk, and Crisis Management</li> <li>▪ Event Operations</li> <li>▪ Floor Plan Development</li> </ul>
12:00 PM	5:00 PM	CEM Advanced Institute
9:30 AM	12:30 PM	IAEE Board of Directors (Hilton Riverside)

12:30 PM	2:00 PM	IAEE & CEIR Board Luncheon (Hilton Riverside) <i>Sponsored by Mexico Tourism Board</i>
1:00 PM	5:00 PM	Exhibitor Move-In
2:00 PM	5:30 PM	CEIR Board of Directors (Hilton Riverside)
7:00 PM	10:00 PM	Board of Directors Dinner – By Invitation Only (WWII Museum) <i>Sponsored by Prism Technologies Inc and Buttine Exhibition &amp; Event Insurance</i>

## Tuesday, 7 December

6:00 AM	6:30 PM	Shuttle Buses to/from Host Hotels & New Orleans Morial Convention Center
6:45 AM		Transportation for The Gift of Service (Hilton Riverside)
7:00 AM	11:00 AM	The Gift of Service (Kingsley House) <i>Pre-Registration Required</i>
7:00 AM	6:30 PM	<ul style="list-style-type: none"> <li>■ Registration</li> <li>■ Cyber Center</li> <li>■ E-Central</li> <li>■ First Aid</li> <li>■ Media Lounge</li> <li>■ Speaker Check-In</li> <li>■ Summit Club</li> </ul>
7:30 AM	8:30 AM	CEM Continental Breakfast
8:00 AM	5:00 PM	Exhibitor Move-In
8:30 AM	11:00 AM	IAEE Services Council
8:30 AM	5:00 PM	CEM Program, <i>Sponsored by Freeman</i> <ul style="list-style-type: none"> <li>■ Selecting Service Contractors</li> <li>■ Event Marketing</li> <li>■ Finance, Budgeting, &amp; Contracts</li> <li>■ Housing, Registration and Travel Management</li> <li>■ Strategic Planning &amp; Management</li> <li>■ Floor Plan Development</li> </ul>
10:00 AM	11:00 AM	IAEE's Diversity Task Force
11:30 AM	1:30 PM	The Center Board of Directors
12:00 PM	1:30 PM	First Timers' Orientation Lunch <i>Sponsored by Shepard Exposition Services</i>
12:00 PM	4:00 PM	International Special Interest Group (Hilton Riverside)

1:30 PM	4:30 PM	Education Clinics
2:00 PM	5:00 PM	EIF Board of Trustees
2:30 PM	4:30 PM	Back of the House Tour: New Orleans Morial Convention Center
4:00 PM	5:00 PM	Chapter Leaders Meeting
5:15 PM	6:30 PM	Opening General Session and Awards Presentation <i>Sponsored by GES</i>
<i>Doors Open at 5:00 PM</i>		
6:30 PM		Transportation to Opening Reception (Pick up at Morial Convention Center)
7:00 PM	9:00 PM	Opening Reception (Generations Hall) <i>Sponsored by New Orleans Morial Convention Center and New Orleans Convention &amp; Visitors Bureau</i>
8:15 PM	10:00 PM	Transportation to Host Hotels from Opening Reception
9:00 PM	12:00 AM	Tête-à-tête Fête (Lucy's Restaurant) IAEE Young Professionals & Future Leaders Institute After-Party

## Wednesday, 8 December

6:00 AM	5:30 PM	Shuttle Buses to/from Host Hotels & New Orleans Morial Convention Center
7:00 AM	5:00 PM	<ul style="list-style-type: none"> <li>▪ Registration</li> <li>▪ Cyber Center</li> <li>▪ E-Central</li> <li>▪ First Aid</li> <li>▪ Media Lounge</li> <li>▪ Speaker Check-In</li> <li>▪ Summit Club</li> </ul>
7:45 AM	9:30 AM	IAEE & EIF CEO Breakfast - By Invitation Only <i>Sponsored by Mexico Tourism Board</i>
8:00 AM	5:00 PM	IAEE Deal/Center – By Appointment Only
8:00 AM	9:00 AM	Class of 2010 Future Leaders Institute Alumni Reunion Breakfast -By Invitation Only <i>Sponsored by Champion Exposition Services</i>
8:15 AM	9:15 AM	CEM Exam – Advance Registration Required
8:15 AM	9:30 AM	Roundtable Solutions

9:00 AM	9:45 AM	Class of 2010 Future Leaders Institute Alumni Clinic -By Invitation Only
9:45 AM	10:45 AM	General Session
11:00 AM	5:00 PM	Expo! Expo!
11:30 AM	1:30 PM	Expo! Expo! Luncheon <i>Sponsored by Aramark</i>
12:00 PM	1:00 PM	Press Luncheon
12:00 PM	1:30 PM	CEM Commission
5:00 PM	9:00 PM	Exhibitor Move-Out
5:30 PM	10:00 PM	Exhibitor Hospitality (Various)
6:30 PM	8:30 PM	Dine-amic Networking (Local Restaurants)
9:30 PM	12:30 AM	Humanity Rocks: A Celebration with a Cause (House of Blues) Benefiting 'Sean Payton's Play it Forward' <i>Founding Sponsor GES, Entertainment provided by Austin CVB</i>
9:00 PM	1:00 AM	Transportation between Host Hotels and House of Blues

## Thursday, 9 December

6:30 AM	6:00 PM	Shuttle Buses to/from Hotels & New Orleans Morial Convention Center
7:30 AM	9:00 AM	IAEE Public Events Council
8:00 AM	12:00 PM	Exhibitor Move-Out
8:00 AM	1:00 PM	Registration
8:00 AM	4:00 PM	<ul style="list-style-type: none"> <li>■ Cyber Center</li> <li>■ E-Central</li> <li>■ First Aid</li> <li>■ Media Lounge</li> <li>■ Speaker Check-In</li> <li>■ Summit Club</li> </ul>
9:00 AM	10:15 AM	Education Sessions
10:45 AM	12:00 PM	Education Sessions
12:15 PM	2:00 PM	IAEE Annual Luncheon <i>Sponsored by Las Vegas Convention &amp; Visitors Authority</i>

2:15 PM	3:30 PM	Education Sessions
3:30 PM	5:00 PM	Rest and Refresh/Open Networking Time
5:00 PM	7:00 PM	IAEE Chapter Receptions (Hilton Riverside)
5:30 PM	6:30 PM	Chairman's Private Reception (Hilton Riverside) <i>Sponsored by Las Vegas Convention &amp; Visitors Authority</i>
7:00 PM	11:00 PM	Closing Party (Hilton Riverside) <i>Sponsored by Hilton Riverside</i>