



EACE22 PRESENTER INFORMATION

We are looking forward to having you present a session at EACE's 2022 Annual Conference which will be held June 22-24 at the Borgata Hotel, Casino & Spa in Atlantic City, NJ. Included in this packet you will find important information.

On-Site Check-in / Registration

Please check-in upon arrival at the EACE22 Registration Desk to pick up your name badge. **You must wear your name badge at all times**, as this will serve as your ticket to access the meeting space and all conference functions and social events.

If you are not registered for the conference, you still need to stop by the EACE22 Registration Desk to pick up your "Presenter-Only" badge.

Hotel Information

Borgata Hotel, Casino & Spa | 1 Borgata Way, Atlantic City, NJ 08401

Cancellation Policy:

Cancellations may be made with a refund of your deposit up to 72 hours in advance of your check-in date. Contact the Borgata directly with questions regarding your reservation.

Parking:

- On-site self-parking fee: \$5.00 USD per visit
- Valet parking fee: \$10.00 USD per visit

For information on digital check-in/out, transportation, driving directions and local area attractions, visit <https://www.eace.org/eace22-hotel-area>

EACE Universal Design Template

As part of Diversity & Inclusion initiatives for EACE22, presenters should prepare and present slides in a universal design format that focuses on respecting diversity and creating a culture of inclusion. **View the Universal Design Format guidelines and download the PowerPoint template:** <https://www.eace.org/universal-design-format>

Schedule

The schedule and room assignments are available on the EACE website: https://www.eace.org/eace22_schedule

Mobile App & Speaker Portal

Download the EACE22 Mobile App:

Search the App Store or Google Play for “**EACE Events.**” Then choose the EACE 2022 Annual Conference app in the list of available shows. **DOWNLOAD HERE**

Already have the EACE App on your phone from a past conference? Click on the EACE App icon from your mobile device. From the main dashboard, select the button on the bottom of your screen called “Exit to Conference List.” From here, you can select the EACE 2022 Annual Conference Event.

Access Your Speaker Portal:

As a speaker, you received an email directly from EACE's app provider, Core-Apps on June 2, 2022. Check your spam folder for this message which contains your login to the speaker portal: <https://speakers.core-apps.com/eace22>

Upload your headshot, a copy of your presentation slides in PDF format and optional session handouts to the EACE22 Mobile App by June 20, 2022. Note, EACE does not print speaker handouts.

For technical support or help logging in to the speaker portal, contact support@core-apps.com.

Information for Break-Out Sessions

What to bring:

Speakers should bring your own laptops with presentations loaded, chargers, and adapters (if applicable). Adapters are typically only needed for Mac devices. Laptops will not be provided on-site.

A/V and Room Set-up:

Studio 1, 2, 3, & 4 Rooms: Break-out session rooms are equipped with a podium, standard WiFi and an LCD projector package. Sound playback capabilities (to play videos, etc.) are available in these rooms on **Thursday, June 23 ONLY**. Rooms are set in theater-style to allow for personal spacing preferences.

Salon A: This break-out room is equipped with a podium with microphone, standard WiFi, LCD projector package and sound capabilities (to play videos etc.). The room will be set in classroom and partial theater-style. **Break-out sessions taking place in Salon A on Wednesday and Thursday will be recorded by EACE's Videographer.** Based on your speaker confirmation form, permission was given if you are slotted for this room.

Notes – If you contacted EACE HQ, you may have specific technology/set-up based on what was confirmed directly. EACE cannot accept additional requests at this time. If your session is a panel, a 6-foot skirted table will be set at the front of the room.

Session Managers:

All break-outs are assigned an EACE Committee Member as a Session Manager. Your Session Manager will arrive at your designated room 5-10 minutes early to make sure the correct signage is outside the door and prepare for your speaker introduction.

Speed Learning Sessions

Speed learning sessions take place in Salon A on Friday, June 24 from 8:30 – 9:45 AM. Please arrive at least 10 minutes early to find your designated table. You will present for 20-minute sessions three times as attendees switch locations. There are seven speed sessions taking place.

A/V and Room Set-up:

No A/V. Room will be set in seven rounds spaced apart in the room. Session title signage will be on each table.

Employer Roundtable

The Employer Roundtable takes place in Studio 3 on Friday, June 24 from 8:30 – 9:45 AM. There is no A/V. Room set in U-Shape for 30 with additional chairs in the back of the room.

Directors Forum

The Directors Forum takes place in Studio 1 on Friday, June 24 from 8:30 - 9:45 AM. There is no A/V. Room set in rounds.

SHRM Information

The Eastern Association of Colleges and Employers is recognized by SHRM to offer Professional Development Credits (PDCs) for SHRM-CP® or SHRM-SCP® recertification activities. **If your session meets SHRM requirements**, you (or your session's lead presenter) will be contacted directly. You'll notice on the Universal Design Template, there is an optional slide where you can input your activity ID if applicable. Questions regarding SHRM can be directed to EACE's Continuing Education Chair, Ellen Burti at burtie@stjohns.edu.

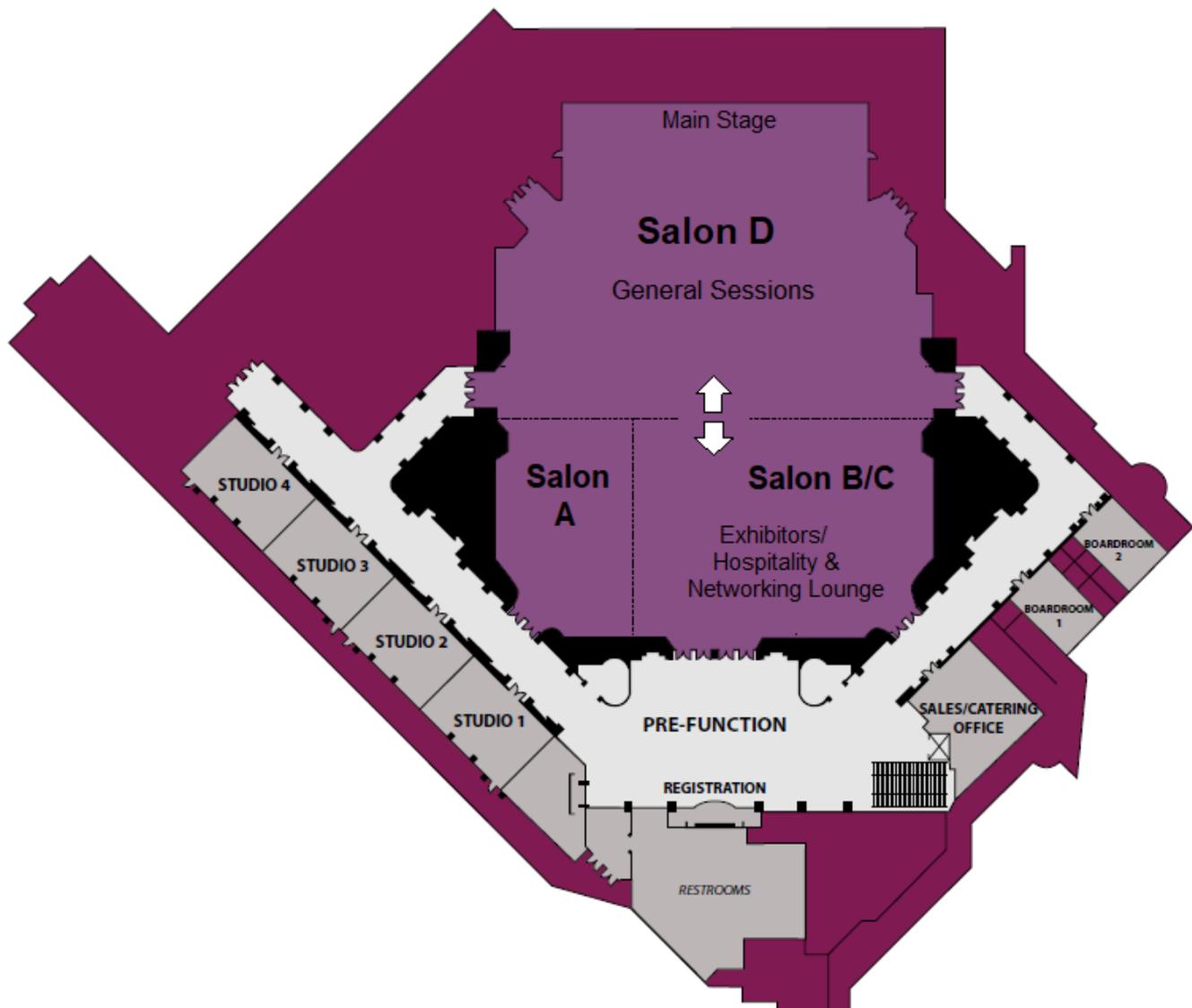
Additional Questions

Please visit the EACE22 FAQ page: https://www.eace.org/eace22_faq



EACE22 MEETING SPACE FLOORPLAN

Level 2: The Borgata Event Center



MAP KEY

FINE DINING

- 1 Izakaya
- 2 Old Homestead
- 3 Angeline
- 4 American Bar & Grille

CASUAL DINING

- 1 Starbucks
- 2 Borgata Baking Company
- 3 The Metropolitan
- 4 Noodles Of The World (N.O.W.)
- 5 Borgata Buffet
- 6 Bread + Butter
- 7 The Marketplace Eatery
- 8 Sunroom

SHOPPING

- 1 Retail Piazza
- 2 Borgata & Co.
- 3 The Shoppes at The Water Club

SPA

- 1 Spa Toccare at Borgata
- 2 The Salon
- 3 The Barbershop
- 4 Immersion Spa at The Water Club

NIGHTLIFE/BARS

- 1 Premier Nightclub
- 2 Gypsy Bar
- 3 B Bar
- 4 Long Bar
- 5 Borgata Beer Garden
- 6 Lobby Bar
- 7 Level One Cocktail Bar & Lounge
- 8 BetMGM Sportsbook & Bar

ENTERTAINMENT/ MEETING SPACE

- 1 Event Center
- 2 The Music Box
- 3 Central Conference Center
- 4 Water Club Meeting Space
- 5 Signature Room
- 6 Box Office

