

Information to speakers at SAPSA IMPULS 2018

Thank you for speaking at the Swedish SAP User Group's annual conference.

Where

SCCC, Stockholm City Conference Centre (Folkets Hus) Barnhusgatan 12-14, Stockholm. It is only one block from the Central Station, where the express train from Arlanda Airport arrives.

When

Day 1, Monday November 5th: the venue opens at 7:00 and registration for the participants begins at 9:00. Keynote starts at 10:00 followed by break-outs until 17:00.

From 17:00 – 18:15 there is a mingle in the exhibition area. Dinner is served at 18:30 in the restaurant Cabaret, which is in the same building. Please remember to sign up for the dinner (at registration).

Day 2, Tuesday, November 6th: the venue opens at 7:00 and registration for the participants begins at 8:30. Keynote starts at 9:00 followed by break-outs until 15:40. The conference ends with a mingle in the exhibition area until 16:00.

Remember to register

All delegates including speakers should sign up, go to the tab REGISTRERA at:
<http://www.sapsa.se/event/impuls-2018/>

Your speaking slot

Your speaking slot is 20 minutes if nothing else is agreed. Some hints from earlier feedback are: short introduction, large font size on the presentation and explain abbreviations.

Questions after your presentation

There is a 20-minute break after each session and you can stay in the room to answer questions. Please leave the podium and room after 10 minutes to give next speaker time to prepare. You can continue the discussion by moving over to the exhibition area.

Check your heading and abstract

Please check that your heading and abstract is correct on the homepage:
<http://www.sapsa.se/event/impuls-2018/>. If you would like to change anything, please send an email to sapsa@sapsa.se

In the printed program, there will only be a heading and name of speaker. Last day to make amendments to the printed version is October 25th.

Bring your own PC

Please bring your own PC for the presentation. There will be no computers in the rooms, but they are equipped with HDMI cables.

Submit your presentation

After your session, please mail your presentation, preferably in pdf format to sapsa@sapsa.se, as we will share it with the participants. If you are unable to share your presentation, please let us know.

Pick up your badge

When entering the building, take the stairs to you right and on the second floor is wardrobe, registration and badges. All delegates must wear badges. The exhibition area and rooms are on the third and fourth floor.

WiFi

Choose the network CCC Guest High Speed. Password: 20182018

Corporate Social Responsibility

As a token of appreciation for your contribution, we will donate to the Swedish Childhood Cancer Fund.

Delegates

Enclosed please find a list of participants as of today. Please remember to encourage your customers, colleges and friends to sign up at: <http://www.sapsa.se/event/impuls-2018/>

And please share it in social media under #SAPSASWE #IMPULS2018