

Take a Seat in the Experts Chair

ARMA 2008 Educational Speaking Session Expo Show Floor



ARMA exhibitors are on the cutting edge of trends in records management. You are the experts and will take front seat as you offer your advice to ARMA attendees. You'll be a trusted professional presenting an **Industry Intelligence** session or a **Hands-On-How-To Workshop** to this eager audience.

Reach beyond your exhibit space and present your solution to ARMA attendees, where 89% play a role in the purchase decision for their organizations. Review the opportunities below to place your speakers in the experts chair at ARMA Las Vegas 2008.

Benefits include:

- company listed within on-site signage, outside of the room
- recognition on the web as a speaker
- recognition within the event locator
- recognition within *The Conference Guide*
- floor sessions listed on bag insert sheet
- list of session attendees

Session rooms include:

- walled, carpeted presentation room
- LCD and screen
- podium, microphone, and speaker system
- 6-ft. skirted table for company brochures/giveaways
- water cooler in room

Industry Intelligence Sessions **\$2,500 per speaking slot** **(1 hr in length, 6 slots available)**

This is your opportunity to explain your company's perspective on the ever-changing technological advancements in our industry. Attendees learn about industry trends and how their affect on business decisions. Your company provides critical information regarding the technology of the future.

You provide the topic, speaker and hand-outs for a room of 50+.

Note – this session is intended for educational content and not for product pitches.

Expert Advice: Hands-On-How-To Workshops **\$2,500 per speaking slot** **(1 hr. in length, 9 slots available)**

These sessions offer expert advice to attendees seeking a hands-on experience in an workshop setting – the number one requested session format from our 2007 Attendee Survey. Your speaker is in the expert's chair as they providing hands outs and the materials needed for attendees to interact and ask questions in this classroom-style setting.

ARMA provides the topic. You provide the speaker and hand-outs for a classroom of about 50.

Note – this session is intended for educational content and not for product pitches.

EXPERT ADVICE: HANDS-ON-HOW-TO WORKSHOPS

Fax completed form to: 913-341-6823

Sign up early to be included in conference promotional materials!

YES, my organization is interested in presenting a Hands-On Workshop session at ARMA 2008.

Price per session: \$2,500

Contact: _____ Email: _____

Phone: _____ Fax: _____

Company: _____

Address: _____

City/State or Province/ZIP or MC: _____

Speaker Name _____ Title _____

IMPORTANT!

Speaking slots book quickly. Provide your first, second and third session time choices by entering in 1, 2, or 3 next to each desired time slots. Your time slot will be confirmed via e-mail notification.

Monday, October 20

~~UNAVAILABLE~~ ___ 12:30 pm – 1:30 pm **How to plan for and survive records emergencies and disasters.**

~~UNAVAILABLE~~ ___ 1:45 pm – 2:45 pm **How to implement an RFID system into your records management workflow.**

___ 3:00 pm – 4:00 pm **How to maintain physical and electronic document integrity during a merger/acquisition.**

Tuesday, October 21

~~UNAVAILABLE~~ ___ 9:00 am – 10:30 am **How to automate and index records for imaging.**

~~UNAVAILABLE~~ ___ 10:45 am – 11:45 am **How to implement an electronic records management program.**

~~UNAVAILABLE~~ ___ 1:00 pm – 2:00 pm **How to develop and implement a legally valid records retention program.**

___ 2:30 pm – 3:30 pm **How to develop a state-of-the-art filing system.**

Wednesday, October 22

___ 9:30 am - 10:30 am **How to manage inactive, paper and vital records.**

___ 10:45 am -11:45 pm **How to identify and classify e-messages as records.**

PAYMENT

Note: Cancellations after 72 hours of reservation will incur a 75% charge of the speaker fee.

Today's date _____ Payment: ___ VISA ___ MasterCard ___ AmEx ___ Discover

Card # _____ Exp Date _____

Contact: Elizabeth Zlitni, ezlitni@arma.org
PH: 888-279-7378
FAX: 913-341-6823

INDUSTRY INTELLIGENCE SPEAKING SESSION

Fax completed form to: 913-341-6823

Sign up early to be included in conference promotional materials!

YES, sign us up for to present in the Industry Intelligence speaking session at ARMA 2008.

Price per session: \$2,500

Contact: _____ Email: _____

Phone: _____ Fax: _____

Company: _____

Address: _____

City/State or Province/ZIP or MC: _____

Speaker's name _____ Title _____

Session Title _____

IMPORTANT: Provide a brief description of the session as it should appear in print. 50-word maximum, please. Description can be e-mailed to ezlitni@arma.org or faxed to 913-341-6823.

Sessions book quickly. Provide your first, second and third session time choices by entering in 1, 2, or 3 next to each desired time slots. Your time slot will be confirmed via e-mail notification.

Wednesday, October 22
Session Room 1

___ 9:30 am – 10:30 am

___ 11:00 am – 12:00 pm
UNAVAILABLE

___ 1:00 pm – 2:00 pm

Wednesday, October 22
Session Room 2

___ 9:30 am – 10:30 am

___ 11:00 am – 12:00 pm

___ 1:00 pm – 2:00 pm

PAYMENT

Note: Cancellations after 72 hours of reservation will incur a 75% charge of the speaker fee.

Today's date _____ Payment: ___ VISA ___ MasterCard ___ AmEx ___ Discover

Card # _____ Exp Date _____