



On-Site Registration Tips and Reminders

Helpful Hints and Action Items

- Attendees will register by class.
- Name badges are in alphabetical order by last name.
- Confirm Homeroom location with your class members.
- Encourage attendees to visit the various tables located throughout the Expo.

To Be Distributed

- Name badge/holder
- Tent card
- Self-service table:
 - Lanyards
 - Notebooks
 - Pens
 - Water bottles
 - Stickers
 - Mints
 - Ribbons

Group Registrations

In the event of long lines, multiple people can be registered simultaneously. Simply ask attendees to gather around the table and explain the drill for all to hear. Individual name badges can be distributed at the end.

Sunday Schedule

- Registration and IOM Expo: 2:30 – 4:00 p.m.: UGA Hotel, Pecan Tree Galleria
- Kickoff: 4:00 – 4:45 p.m.: UGA Hotel, Mahler Hall
- Homeroom: 4:45 – 5:30 p.m.: UGA Hotel, Individual Rooms
- Post-Homeroom: On your own – join the Board of Regents at Creature Comforts for their welcome reception!