



# 2017 OUUG

## SPEAKER GUIDELINES

**February 14 – 16, 2017**

*Pointe Hilton Squaw Peak Resort*

*Phoenix, Arizona*

First, we'd like to thank you for taking the time to present at this "for-users, by-users" event. The collaboration in these sessions is beyond valuable and a great resource to your peers!

1. **All agendas have been posted** to [www.OUUG.org](http://www.OUUG.org), and are located under each respective Product User Group Community. Please confirm your session & location and **advise us on any updates/changes/etc. ASAP** so that we can ensure this information is pulled over to the Mobile Conference App (conference program has already gone to press).
2. As a speaker (Customer/Partner/Oracle), **you are still required to register for the conference**; please do so at [www.OUUG.org](http://www.OUUG.org) under each respective Product Users Community page. *Not sure if you or your team is registered?* All attendees are listed at the bottom of each Product Groups Eventbrite Registration page (look for the big orange REGISTER button on each product webpage).
3. Session presentations are usually 45 minutes in length, allowing time for Q&A. Feel free to **use your own PPT template**; you are not required to use a special conference template.
4. Please **bring your PowerPoint presentation** on a flash drive. All meeting rooms are equipped with a speaker laptop, projector system, screen and in some cases depending upon the anticipated audience size & meeting room, microphones are also provided.
5. **Please email your presentation** to us at [info@OUUG.org](mailto:info@OUUG.org) so that we can post it to the Post Conference website. Submitting it in PDF form is desired as to protect any special formatting or fonts. Feel free to scrub any proprietary information before sending us your presentation.

If you have any additional questions, please contact us (information below) or at the Conference Concierge located in the lobby of the Squaw Peak Conference Center. *Thank you!*

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