

Hello Pre-conference attendees,

I am writing today to provide specific information you need for the pre-conference activities for which you are registered.

All-day Tour to Danfoss/BBQ

Registration will begin at 7:45 at the Sheraton West Des Moines Hotel. The bus will depart at 8:20am. Please be on time. You will need to wear close-toed shoes and no flowing clothes such as dresses, skirts etc. Jeans would be appropriate and welcome for this tour! The day will start at Whatcha' Smoking BBQ and end at Danfoss. The bus will return to the hotel at approximately 4:30. Check the conference app (WHOVA) for recommended activities and restaurants to join up with other conference attendees on Tuesday night!

All Day Workshop – Business Storytelling for Leaders

Registration for this workshop will begin at 8:30 and the workshop will begin at 9:00pm. Lunch will be provided in the workshop room for this workshop. This workshop will end at 4:00pm. Check the conference app (WHOVA) for recommended activities and restaurants to join up with other conference attendees on Tuesday night!

Morning Workshops

Registration for the Value Stream Mapping and Emotional IQ workshops will begin at 8:30 and the workshops will begin at 9:00am and end at 12:00pm

Lunch is **not** provided for the ½ day workshops. There is a restaurant in the hotel and restaurants located near the hotel.

If you are registered for an afternoon workshop please re-register before attending the workshop in the afternoon.

Afternoon Workshops

Registration for Change Management, Lean in Support Service Functions and Grow Value, Fight Waste workshops will begin at 12:30pm. The workshops will begin at 1:00pm and end at 4:00pm. Check the conference

app (WHOVA) for recommended activities and restaurants to join up with other conference attendees on Tuesday night!

UPH Afternoon Tour

Registration for the UPH afternoon tour will begin at 12:00 at the hotel. The bus will depart at 12:30 and return to the hotel at approximately 4:30. Close-toed shoes are required, jean and casual dress are appropriate. Check the conference app (WHOVA) for recommended activities and restaurants to join up with other conference attendees on Tuesday night!

If you cannot recall what you signed up for search your email for emails from EventBrite or email me and I will look it up for you or this email may provide a link to your order that will provide the information.

Thank you and we look forward to seeing you in Des Moines on Tuesday, Oct 23.