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| **DATE:** | March 17 to 20, 2016 |
| **TIME:** | 10:30 AM |
| **LOCATION:** | Conference Room B |

**CONFERENCE AGENDA**

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| --- | --- | --- | --- |
| **COORDINATOR:** | Sara Hudson | email: sarahudson@yourcompany.com | phone: 321-456-7890 |
| **CONFERENCE TITLE:** | **2017 Development Goals** | | |

**MARCH 17, 2016**

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| --- | --- |
| **START TIME** | **EVENT NAME** |
| 10:30 to 10:40 | Opening Remarks |
| 10:40 to 11:00 | Objective 1 |
| 11:01 to 11:15 | Objective 2  Presenter Name, Company |
| 11:16 to 11:30 | Objective 3 |
| 11:31 to 11:50 | Objective 4  Presenter Name, Company |
| 11:51 to 12:00 | Announcements; Closing Remarks |

**MARCH 18, 2016**

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| **START TIME** | **EVENT NAME** |
| 1:00 to 4:00 | Presentation Title  Presenter Name, Company |

**MARCH 19, 2016**

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| **START TIME** | **EVENT NAME** |
| 9:00 to 12:00 | Presentation Title  Presenter Name, Company |
| 1:00 to 2:00 | Presentation Title  Presenter Name, Company |
| 2:15 to 4:30 | Presentation Title  Presenter Name, Company |

**MARCH 20, 2016**

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| **START TIME** | **EVENT NAME** |
| 10:00 to 12:00 | Presentation Title  Presenter Name, Company |

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