

## **In-person Delegate Information**

We look forward to welcoming you to the RANZCO Annual Scientific Congress 2023 to be held on 20 – 23 October 2023 in Perth, Western Australia.

To ensure you make the most of your Congress experience, please see below for some pre-arrival information.

### **Venue**

The Perth Convention and Exhibition Centre (PCEC) is located in the heart of the Perth CBD, positioned along the Swan River foreshore. Delegates can enter through either Level 1 plaza or Level 2. The RANZCO 2023 registration desk is immediately inside the doors on Level 2.

For information on getting to the PCEC, please visit the website at:

<https://www.pcec.com.au/attend/getting-to-pcec/>

### **Registration and Information Desk**

The Registration desk will be located immediately inside the doors on Level 2 of PCEC and will be open during the following times:

Friday 20 October: 11:00am – 5:30pm

Saturday 21 October: 6:30am – 5:30pm

Sunday 22 October: 6:30am – 6:00pm

Monday 23 October: 6:30am – 5:00pm

You will receive a personalised QR Code, via email, a few days before the Congress starts. You can either print the email and bring it with you or have it ready on your phone to scan on arrival.

Friendly staff will be on hand during the opening hours advised above to answer your questions and provide information about the Congress, venue and surrounds.

If you have any changes to your registration, please advise the staff at the Registration Desk. Please note that any changes to your registration onsite may incur administration fees.

### **Name Badges**

Each in-person delegate registered for the Congress will receive a name badge upon arrival. This badge will be your official pass and must be worn to obtain entry to all sessions, exhibition, catering and events.

Please note the below symbols that will appear on your name badge (if you have booked for that event).

SF – Senior Fellows' Dinner

YF – Younger Fellows' Dinner



Welcome Reception

PM Practice Managers' Dinner

## Congress Program

Congress sessions commence on Saturday 21 October from 8:00am with the Welcome to Country.

Program Outline: <https://www.ranzco2023.com/program-outline/>

Full program: <https://www.xcdsystem.com/ranzco/program/uzrKKze/index.cfm>

A Pocket Program will be available at the Registration Desk. Or download the Congress app for the most up-to-date version!

As part of your registration, you will receive access to the on-demand content.

On-demand content will be uploaded within two weeks of Congress.

Live streamed content will be uploaded within days (Plenary sessions Sat – Monday and one concurrent per day).

All on demand content will be available by Tuesday 7 November 2023.

All delegates (in person and virtual) will receive an email with access instructions. The content is available for attendees to view (dependant on the speaker permissions), for 90 days post Congress (up to 18 January 2024).

## People's Choice Award

In addition to the Best Papers, Films and Posters Awards, The People's Choice Award will recognise the Best Poster and Best Film as voted by the delegates via the app.

The Award will be announced at the Closing Remarks Session on Monday at 5:00pm, so don't forget to let us know your three (3) favourite posters and films via the app (under 'EVALUATION' in the Poster Festival and Film Festival Sessions).

## Congress app

The Congress mobile app gives you instant access to all the details you'll need to make the most out of this event. The app is available for download now!

- View the program
- View the posters and films
- View exhibitors in the Exhibitor Hall
- ☆ your favourite sessions and build your itinerary

- Take NOTES during a session and then access them via your profile at 'Program Materials'
- Submit your question via the DISCUSS button and start a conversation
- Update your profile and configure your settings
- Connect with other participants (if their profile is 'public', you will see their name on the 'Participants' list and send them a message)

Downloading the Congress App is easy!



1. Scan the QR code above to download and install.
2. Enter the Conference Code: **RANZCO23**
3. Log in using the email address you used for your Congress registration.
4. Check your email for an "Automatic Login" link.
5. You're in! Check the program and attend your sessions!

*\* You must be logged in to see all the sessions, participate in live discussions and give your feedback under Evaluation.*

## Wi-Fi

Wi-Fi for delegates will be available throughout the Congress. Details on how to join the Wi-Fi are:

Network: Bayer@RANZCO

Password: EYLEAQ16

## Social Media

Join the conversation and share your experiences on social media using the hashtag #RANZCO54th.

## Parent Friendly Room

A parent friendly room will be provided for the duration of the Congress dedicated for delegates with young children onsite. The room will be set up with a live broadcast of the plenary and selected concurrent sessions. The parent friendly room will available during the following times:

Friday 20 October: 8:30am – 4:00pm

Saturday 21 October: 6:30am – 5:00pm

Sunday 22 October: 6:30am – 5:00pm

Monday 23 October: 6:30am – 5:00pm

## **Prayer Room**

The Prayer room will be available from Friday 20 – Monday 23 October on level 1.

## **Sponsors and Exhibitors**

The RANZCO 2023 Congress would not be possible without the support and investment of our sponsors and exhibitors. Please take the time to visit the exhibitors who will showcase their goods and services in the Exhibition Hall from Saturday – Monday during the following times:

Saturday 21 October: 8:00am - 5:30pm

Sunday 22 October: 8:00am – 6:00pm

Monday 23 October: 8:00am – 3:30pm

Click below to view the sponsors and exhibitors at RANZCO 2023.

<https://www.ranzco2023.com/sponsors-and-exhibitors/>

## **Sustainability – let's make a difference!**

RANZCO is on a mission to make sure our Congress is held in an environmentally sustainable way. From the way we choose our venue partners, to the food we provide, we are taking a collaborative approach. **We encourage you to play a part in a sustainable future by bringing a keep cup for your hot drinks.** Or you can pick up a keep cup at the Registration Desk/RANZCO booth/Rayner booth. Cups can be washed at the wash station in the sustainability booth. **Remember to bring your own water bottle for refill.** Visit the sustainability booth in the Exhibition Hall to learn more.

## **Certificate of Attendance**

Certificates of Attendance will be sent via email after the conclusion of the Congress.

## **Further Information**

If you require any further information about registration, program or venue, please visit the Congress website or contact the Congress Office.

RANZCO 2023 Congress Office:

*Think Business Events*

Level 1, 299 Elizabeth St

Sydney, NSW 2000 AUSTRALIA

p + 61 2 8251 0045

e [ranzco@thinkbusinessevents.com.au](mailto:ranzco@thinkbusinessevents.com.au)

## Virtual Delegate Information

Your registration entitles you to access the Virtual Attendee Hub to watch sessions live (live streamed content ONLY includes plenaries and a single concurrent stream each day).

**On-demand content** will be uploaded within two weeks of Congress

**Live streamed content** will be uploaded within days (Plenary sessions Sat – Monday and one concurrent per day)

All on demand content will be available by Tuesday 7 November 2023.

All delegates (in person and virtual) will receive an email with access instructions. The content is available for attendees to view (dependant on the speaker permissions), for 90 days post Congress (up to 18<sup>th</sup> January 2024)

The site allows you to:

- Engage with program content via 'Chats' (*Please note that you must install the Congress app to submit any questions during sessions*).
- Meet with other delegates, under the Community tab. Make sure your profile is 'visible' so that others can find you! You can do this by selecting your initials on the top right-hand side, clicking view profile and selecting visible.
- Browse on-demand content until 18<sup>th</sup> January 2024.

We recommend you log in early to test your system and familiarise yourself with the platform.

### Log-In Instructions

1. When you log in, you will be prompted to provide your name and email address. Please enter the email address you used to register for this event.
2. You will then receive a verification code via email and text message to access the Event Platform.
3. Enter the verification code to enter the Event Platform.

**NOTE:** For privacy reasons, your login only stays valid for 72 hours. You will also be logged out after 24 hours of inactivity. To log back in, click the link below and follow the process to receive a new verification code.

### Certificate of Attendance

Certificates of Attendance will be sent via email after the conclusion of the Congress.

## **Further Information**

If you require any further information about registration, program or venue, please visit the Congress website or contact the Congress Office.

RANZCO 2023 Congress Office:

*Think Business Events*

Level 1, 299 Elizabeth St

Sydney, NSW 2000 AUSTRALIA

**p** + 61 2 8251 0045

**e** [ranzco@thinkbusinessevents.com.au](mailto:ranzco@thinkbusinessevents.com.au)