

# Speaker Media Kit

NAVIGATE

2024

*Bonita Springs, FL*

COMMON

# Thank you for Speaking at NAVIGATE 2024

Dear Speakers,

Congratulations on being selected to speak at NAViGATE 2024 Florida! We are thrilled to have you share your expertise and insights at this prestigious event in Bonita Springs, Florida. Below, you'll find a speaker kit containing essential information, promotional materials, and engaging social media posts to help you spread the word about your participation and ensure the success of your session.

Throughout the conference, in addition to your sessions, you'll have numerous opportunities to connect with the IBM i community, share your knowledge and expertise, and immerse yourself in the relaxing atmosphere of the NAViGATE community.

To enhance your presence and maximize the impact of this year's conference, we're pleased to provide this valuable media kit. Let's come together to celebrate the power of in-person gatherings and deliver an exceptional event that leaves a lasting impression. Your support is invaluable to us, and we can't wait to create unforgettable memories from September 16-18 in Bonita Springs, Florida.

If you have any inquiries or thoughts about speaking, please don't hesitate to reach out to Ian Cartwright at [icartwright@common.org](mailto:icartwright@common.org) | 312-279-0204 or Peter Kasper at [pkasper@common.org](mailto:pkasper@common.org) | (312) 279-0220.

We're eagerly counting down the days until we convene in the beauty of Bonita Springs – the excitement is palpable!

Best regards,

NAViGATE 2024 Team

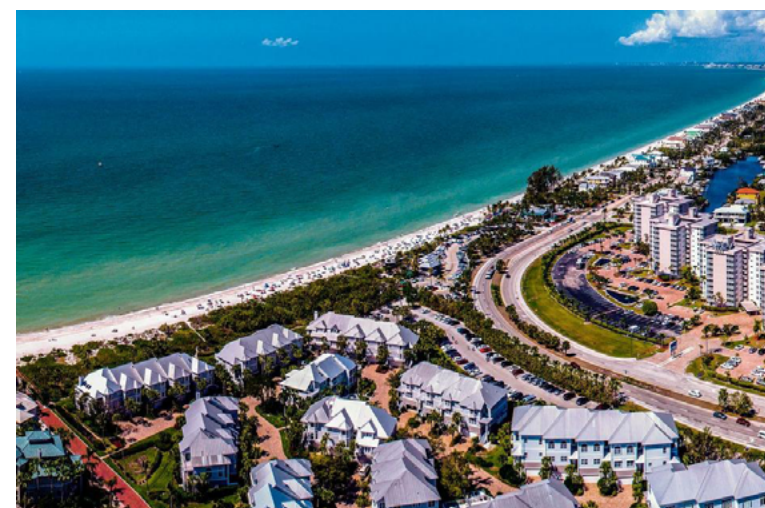
## Speaker Information

**Event Name:** NAViGATE 2024 Florida

**Event Date:** September 16 - 18, 2024

**Venue:** Coconut Point, Hyatt Regency |  
5001 Coconut Rd, Bonita Springs, FL 34134

**Your session information including titles, session lengths, dates, and times can be found at [common.smallworldlabs.com](https://common.smallworldlabs.com). Click on the “Speakers” tab at the top and click on your name on the new page to see your sessions**



# COMMON



# Presentation Guidelines

# Social Media Promotion

Please adhere to the following guidelines for your presentation:

- **Duration:** You must stay within the designated duration of your session. Please reference the instructions on the previous page to find your session information if you do not know your designated session duration
- **Slide Format:** Preferred format is PowerPoint (16:9 aspect ratio).
- **QR Codes:** Closer to the start of NAViGATE 2024, we will send out a PowerPoint slide deck with QR codes that link to evaluations for your sessions. The QR codes or the generated slides should be added to the end of your presentations. There was a notable increase in evaluation participation for sessions that incorporated the QR codes at NAViGATE 2024.
- **Technical Requirements:** Let us know in advance if you require any specific audio-visual setup.



Promote your presence at NAViGATE 2024 using the following social media posts. Engaging your audience in advance will create anticipation and drive traffic to your booth. We have included some graphics you can attach or you can create your own.

## Facebook:

“We’re thrilled to be speakers at NAViGATE 2024! Join us as we share our insights and expertise on [Topic] during this exciting event. Can’t wait to connect with you all! #NAViGATE 2024 #TechConference #ExpertInsights #BonitaSprings [Add Image]”

## Twitter:

“Excited to be speaking at #NAViGATE2024! Join me as I discuss [Topic] at this dynamic conference. Looking forward to engaging discussions and networking opportunities. See you there! #TechConference #Speaker #BonitaSprings[Add Image]”

## LinkedIn:

“We’re honored to be speaking at NAViGATE 2024, one of the premier tech conferences of the year! Join us as we share insights on [Topic] at this esteemed event. Let’s connect and explore new ideas together. #NAViGATE2024 #TechConference #ExpertPanel #BonitaSprings [Add Image]”

## Instagram:

“We’re thrilled to be speakers at NAViGATE 2024! Join us as we delve into [Topic] and share our expertise. Don’t miss out on this opportunity for learning and networking. See you there! #NAViGATE2024 #TechConference #SpeakerLife #BonitaSprings [Add Image]”

Check out our social media to see what we have been posting about the event!

# Social Media Samples

# Email Sample



Don't forget to use #NAViGATE2024 so we can see your posts!

Subject: Join [[YOUR NAME]] at NAViGATE 2024 Florida for Inspiring Insights and Engaging Sessions!

Hey [[FIRST NAME]],

Get ready to dive into an extraordinary experience at NAViGATE 2024 Florida! I am excited to share that [[YOUR NAME]] will be speaking at one of the biggest events of the year, happening in the beautiful Bonita Springs, Florida from May 20-23.

Are you ready to be part of something special? With over 300 engaging sessions, NAViGATE 2024 Florida offers a fantastic opportunity to enhance your skills, forge new connections, and immerse yourself in the world of technology. Join us as our speakers delve into innovative topics and share invaluable insights that will inspire and empower you.

The NAViGATE community is a melting pot of tech enthusiasts, industry experts, and forward-thinkers, and we're thrilled to connect with you there. Keep an eye out for my sessions on the agenda – they're not to be missed!

Secure your spot for this exciting event by registering at <https://www.common.org/navigate-florida2024-registration/> I can't wait to be part of your NAViGATE journey and catch up with you in Bonita Springs.

See you at NAViGATE 2024 Florida

Warm regards,

[[YOUR NAME]]  
[[YOUR TITLE]]  
[[COMPANY NAME]]





## Want More Marketing Materials?

Go [here](#) for social blocks, templates, and more!

You can also contact [marketing@common.org](mailto:marketing@common.org) for special requests or questions



LEARN MORE AT  
[COMMON.ORG/NAVIGATE2024](https://common.org/navigate2024)  
OR CONNECT WITH US:

