



exaday.doag.org DOAG

DOAG 2018

Exa & Middleware Days

June 18 & 19, 2018 in Frankfurt

## SPEAKERS BRIEFING

### UPLOAD YOUR DOCUMENTS

Are you a speaker? Upload your presentation as a PDF-file (maximum size 10 MB) until 18 June. Please do note that co-speakers are not authorized to upload.

#### How to upload:

- Please login at the [Exaday website](#).
- You can request your personal access data with your email through this [link](#).
- After log in, click the button „Vortraege verwalten“.
- You will see a list of all your presentations. Hit the button “Dateien” on the right, search your PC and upload the file under “Ihre Praesentation”.
- Lastly, hit "Speichern" and you are done!

#### PROFIL

The screenshot shows a user profile page with three main sections:

- Profildaten veröffentlichen**: Veröffentliche deine Vita, dein Foto oder deine sozialen Netzwerke auf einer persönlichen Profilseite im DOAG-Netzwerk. Button: [Profildaten veröffentlichen](#)
- Vorträge verwalten**: Als Referenten reichen Sie hier Ihre Vorträge ein oder verwalten Ihre Vortragsbewerbungen. Button: [Vorträge verwalten](#)
- Tickets buchen**: Nach einer Anmeldung sind Ihre persönlichen Daten schon vorangefüllt, für DOAG-Mitglied ist nun auch der Mitgliedschaftspreis aktiviert. Button: [Ticket buchen](#)

[Upload now!](#)

## Why are we collecting the presentations?

All presentations will be available on the DOAG 2018 Exa & Middleware Days website for all members of DOAG and attendees of the event.

## Summary

- **When?** June 18th
- **What?** Your PowerPoint presentation as PDF-file
- **Data size?** max. 10 MB
- **Aspect ratio?** 4:3
- **Who?** Only main speakers are permitted to upload files

### ACCESS & CHECK-IN

## Badges

Normally, main speakers will receive their free entry ticket for the two event days on-site at the check-in desk. Some badges may already be sent by letter prior to the event. Please note that co-speakers have no claim on free tickets and need to sign up for the event.



exaday.doag.org **DOAG**

**DOAG 2018**

**Exa & Middleware Days**

June 18 & 19, 2018 in Frankfurt

## Opening hours of Registration desk

### When?

- Monday, June 18<sup>th</sup>  
10.00 a.m. - 12.00 p.m.
- Tuesday, June 19<sup>th</sup>  
8.00 a.m. - 12.00 p.m.

### Where?

Fleming's Conference Hotel Frankfurt  
Elbinger Str. 1-3  
60487 Frankfurt/Main  
Germany

## TECHNICAL EQUIPMENT ON-SITE

### DOAG 2018 Exa & Middleware Days will provide

...the following equipment in every lecture room:

- A projector with VGA/HDMI, aspect ratio 4:3
- A projection screen
- A remote control

### Items you will have to bring

- We will not provide any laptops, please remember to bring your own computer.
- If you are using a Mac, please bring an adapter

Please find the conference program [here](#).



**DOAG 2018**

**Exa & Middleware Days**

June 18 & 19, 2018 in Frankfurt

## ARRIVAL AND ACCOMMODATION

### Arrival

Fleming's Conference Hotel Frankfurt  
Elbinger Str. 1-3  
60487 Frankfurt/Main  
Germany

Detailed information on how to get to the event location can be found on our website at [„Praktisches“](#).

### Get discount on your train tickets

In cooperation with Deutsche Bahn, we provide an exclusive offer for a comfortable arrival and departure to the event. In this way, the travel time turn into your time. Book easily online! [find out more](#)

### Accommodation

A call-off quota for participants is available in the event hotel under the keyword "DOAG". The price per single room and night is 115.00 € including breakfast.

**Bookable until June 7th 2018**

## EVENING EVENT & NETWORKING

Don't miss our evening event on Monday, June 18th and end the first day of the conference with a BBQ.

- at 6 p.m.
- On the terrace of the hotel

## CONTACT PERSON ON SITE

DOAG Dienstleistungen GmbH

Frau Kirsten Böttcher

phone: +49 (0) 30 400599-915

mobile: +49 (0) 151 12722928

email: [kirsten.boettcher@doag.org](mailto:kirsten.boettcher@doag.org)