

Conference Attendance

There are many local, regional, and national conferences that are designed specifically for student leaders. If you are fortunate enough to be invited to participate, take full advantage of it...you won't be sorry.

What You Need to Know Before You Go!

- **Conference logistics:** Dates, fees, accommodations, conference contact information, transportation, meals
- **Expectations of attendance**
- **What you need to bring**

How to Be a SUPER DELEGATE!

Meet as Many People as Possible

Network! Take advantage of talking to students and staff from other colleges. What programs work on their campuses? What are some good promotional ideas they have used? Share contact information with individuals who have the same responsibilities that you do on other campuses and utilize them as a resource throughout the year.

Prepare, Prepare, Prepare

Take time right now to look at the conference schedule. It might be on the Web or there may a consolidated schedule provided in the registration materials. Talk with your advisor and other delegates to get an idea of what you all want to cover and bring back to campus. Even consider developing some of your own personal goals for the conference.

Keep Your Energy High

Conference schedules can be draining. Take some snacks and a bottle of water along to give you that extra jolt when mid-afternoon sleepiness hits. And, as hard as it can be, try to get a solid 6-8 hours of sleep in each night—you will be much more attentive the next day.

Give Back

Most conferences invite delegates to volunteer for various tasks throughout the conference—registration, set-up and take-down, stuffing packets, decorations, etc. This is a great way to meet people, learn more about the organization, gain some new experiences, and give back.



...that within the first three seconds of an encounter, you are evaluated. What impression do you want to leave? How can you make this happen?

Represent Well

You are the face of your institution at a conference. The way you behave, communicate, and participate will leave a lasting impression on how others not only see you, but also your college and organization. Leave a good impression! Use your manners, be respectful of others and the host facility, actively participate in the conference schedule, and value the time and money your institution has invested in your attendance.

Have FUN!

It is important to be professional and take conference attendance seriously, but that doesn't mean you can't have fun. Enjoy yourself and all that a conference has to offer—beyond the schedule. If you are in a new city, go and explore during scheduled conference breaks! If some other delegates invite you to join them for dinner, go for it. There is lots to learn outside of the conference too!

Potential Conference Bring-Alongs

- ▲ Campus calendar
- ▲ Comfortable shoes
- ▲ Appropriate clothing—find out if you should be wearing casual or professional attire
- ▲ Institutional apparel
- ▲ Budget information
- ▲ Paper, folders, and writing utensils
- ▲ Your business card with contact information
- ▲ Alarm clock
- ▲ Snacks that you can throw in a bag for a quick pick me up