

Important Information & FAQs

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Onsite Registration Hours

Wednesday, September 18, 2024

- **12:30pm-4:00pm** Signature Series and VIP registration open Note, the Signature Series is an optional add-on that attendees have to pre-register for and pay an additional fee in order to attend. Limited spots remain – you can still <u>REGISTER HERE</u>.
- **4:00pm-7:00pm** Registration open for all conference attendees.

Thursday, September 19

• 7:00am-5:00pm – Registration open

Friday, September 20, 2024

• 7:00am-3:30pm – Registration open

<u>Location</u>

Keystone Resort Conference Center

633 Tennis Club Road Keystone, Colorado 80435

There is a large, free parking lot that serves the Conference Center. It is possible to walk to the Conference Center from many of the lodging options and Keystone also operates free shuttles around the resort.

Download the App

Please check the email address associated with your conference registration, follow the instructions and join the conversation! Get the most out of the app and have a more productive experience.

NAVIGATE the event agenda and logistics. Access useful information like ridesharing and local attractions through the Community Board.

NETWORK effectively. Plan whom to meet by exploring attendee profiles and sending out messages.

PARTICIPATE in event activities through session likes, comments, ratings, live polling, tweeting, and more.

Ticket Types and Add-Ons

Full Conference - The 2024 COSHRM State Conference is a three-day, two-night conference experience. The Conference will begin at 5:15pm on Wednesday, September 18, 2024 with an Opening Keynote and Welcome Reception, and will conclude at 3:30pm on Friday, September 20, 2024.

• **Meals** - Full conference registration includes an evening reception on Wednesday; breakfast, lunch and dinner on Thursday; and breakfast and lunch on Friday.

Signature Series includes four additional small-group learning, networking and recertification opportunities on the afternoon of September 18 prior to the Opening Keynote and Welcome Reception on Wednesday evening. Pre-registration and payment required.

VIP Access is an optional paid upgrade to the full conference registration. Limited spots remain – you can <u>REGISTER HERE</u>.

Cancellation and Transfer Policy

After September 1, 2024, no refunds will be provided.

All transfer/substitution requests must be submitted by the original attendee via email to <u>info@coshrm.org</u>. Onsite substitutions may be made provided the substituting attendee provides a written request from the original attendee. There is no cost to transfer registration to a new attendee, though the new attendee will need to register for the conference and the COSHRM office must be notified of the change.

<u>Certification Credits</u>

For one individual attending a full schedule of concurrent sessions and breakouts, there is the opportunity to obtain 12 certification credits, including 7+ HRCI business credits. Additionally, 4 credits can be earned by attending the Signature Series, including 4 HRCI business credits. The nature of the credits is determined by HRCI and/or SHRM and will be noted on the event app.

Dress Code

The COSHRM State Conference is a casual event. Many attendees will be in jeans and others in business casual. Some attendees may choose to dress up a bit for the Thursday evening dinner. Temperatures in the mountains fluctuate and will be colder in the evening, so make sure to bring layers, especially for the Thursday evening Dinner on the Mountain!

Evening Events

Wednesday, September 18

 Welcome Reception | 6:15pm – 7:00 pm Immediately following John Bernatovicz's opening keynote presentation, you're invited to network with attendees and enjoy drinks and light reception fare.

Thursday, September 19

• **Dinner on the Mountain | 6:00pm – 9:00pm at Summit House** Ride the Gondola from River Run Village to Keystone's Dercum Mountain

This unique dining experience is included in your conference registration! Let us know you're coming by adding it to you agenda within the app.

A scenic gondola ride will take you to the Summit House to enjoy dinner and mountaintop views! Utilize the free resort shuttles to transit to the River Run Village. Free surface lot parking is also available at River Run.

Get Social - #COSHRM24

Connect with Colorado SHRM on LinkedIn, Facebook and the Whova event app. Share highlights on the Community page and reference #COSHRM24.

Keystone Conference Center

Surrounded by beauty, built for business. The Keystone Conference center offers the perfect meeting space for the COSHRM Conference. With more than 60,000 square feet of meeting, exhibit and event space, plus 40,000 square feet of unique meeting space resort-wide, the Keystone Resort and Conference Center is the largest meeting venue in the Colorado Rocky Mountains.

Lodging

The deadline to book hotel rooms within the COSHRM rooming block was August 27, 2024. Though we cannot guarantee availability or rate after this date, please feel free to contact Keystone Group Reservations and reference our group rooming code and they will accommodate you, if they can.

To make your lodging reservation:

• Call Keystone Group Reservations at 855-948-0696. Please reference the group name 2024 Colorado SHRM State Conference and the group code BKRCOS24 when making your reservation.

More information is available on the <u>lodging page</u> of the website.

Planning Your Day

Visit the conference website or app to read the full session descriptions and learn more about this year's speakers. Colorado SHRM conference rooms have a maximum capacity and, once full, they will be closed. Sessions will be available on a first-come, first-served basis – regardless of if you added that session to your agenda within the app ahead of time.

Some sessions will be recorded at the Conference Center, and some speakers are providing pre-recorded versions of their presentations so if you miss a speaker inperson, you may be able to view their recorded content for 90 days following the event.

Conference Committee Members and Volunteers

This event would not be possible without the leadership of the COSHRM Conference Committee. Committee members will be in reddish-pink COSHRM t-shirts and are happy to answer your questions. We are also incredibly thankful for our day-of event volunteers. They can be spotted wearing navy blue COSHRM t-shirts and are another resource for you.

Tech Gurus and Social Media Mavens

Have a technology question? New to event apps or need help plugging #COSHRM24? Technology support will be available near the registration area to help you download the app and get oriented. Otherwise, stop by the Technology Corner located in the Grays Peak Foyer or grab one of our conference volunteers for assistance.

SHRM Colorado Store

COSHRM is getting a new look! Be on the lookout for branded SHRM Colorado gear and clothing for sale at the event. We've got some great merch - t-shirts, hats, tumblers and more!

Support the SHRM Foundation

The SHRM Foundation is a 501(c)(3) non-profit organization that champions workforce and workplace transformation through its important work – including scholarships, practical research, and educational resources. Support the SHRM

Foundation and support the HR profession. Opportunities will be available throughout the conference to make your contribution!

Technology

Mobile App

Be sure to download the free Whova 2024 Colorado SHRM State Conference mobile app. Please check the email address associated with your conference registration, follow the instructions and join the conversation! Get the most out of the app and have a more productive experience.

QR Codes

Attendee name badges contain scannable QR codes that link to conference profiles making connecting super-fast and easy.

Games to be played | Prizes to be won

Use the Whova app to win cool prizes by networking and scanning QR codes, attending sessions, and connecting virtually throughout the conference. Check the in-app leaderboard to see where you stand. The grand prize winner will be announced Friday afternoon and will receive a free registration to #COSHRM26. Have fun!

Wifi

Wifi access is provided at no charge for all attendees. The network is Keystone Conference Center and the Password is COSHRM24.