

AT-A-GLANCE

2010 SCTEM Agenda

SUNDAY 9.26.10

- 10:00AM- 5:00PM REGISTRATION *Westin 12th Floor*
3:30PM- 5:30PM ROUNDTABLE ORIENTATION *Crescent Ballroom*
REFRESHMENTS SPONSORED BY: ORBITZ FOR BUSINESS
7:00PM -10:00PM OPENING RECEPTION AND SILENT AUCTION *Riverbend Terrace*
SPONSORED BY: ENTERPRISE HOLDING

MONDAY 9.27.10

- 6:45AM- 7:30AM RUN/WALK IN FRENCH QUARTER *Meet in Westin Lobby (11th Floor)*
8:00AM- 8:45AM BREAKFAST *Crescent Ballroom SPONSORED BY: CONTINENTAL AIRLINES*
8:45AM-10:15AM WELCOME & GENERAL SESSION A: Journey through New Orleans *Ballroom II*
10:15AM-10:45AM TRADE SHOW AND BREAK *Ballroom I SPONSORED BY: ANTHONY TRAVEL*
10:45AM-12:00PM EDUCATIONAL SESSION BLOCK 1:
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| 1A Aligning Travel with Procurement
<i>Terrace Room</i> | 1B Preventing Fraud & Misuse (Corporate Cards)
<i>River Room</i> | 1C Mitigating International Travel Risk
<i>Cotton Room</i> |
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- 12:00PM- 1:00PM LUNCH *Crescent Room SPONSORED BY: CITIBANK*
1:00PM- 2:15PM GENERAL SESSION B: Leading a More Productive & Personal Life *Ballroom II*
2:15PM- 2:45PM TRADE SHOW AND DESSERT BREAK *Ballroom I SPONSORED BY: CITIBANK*
2:45PM- 4:00PM EDUCATIONAL SESSION BLOCK 2:
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| 2A Saving on Hotels
<i>River Room</i> | 2B Implementing Expense Reporting
<i>Terrace Room</i> | 2C Being Green is Easy
<i>Cotton Room</i> |
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- 4:00PM- 4:45PM GENERAL SESSION C: SCTEM Benchmarking Study *Ballroom II*
7:00PM-10:00PM DINNER RECEPTION *Bourbon Vieux Room (Meet in Westin Lobby 11th Floor at 6:45 or at Restaurant anytime after 7 pm)*
SPONSORED BY: AMERICAN EXPRESS CORPORATE CARD SERVICES

TUESDAY 9.28.10

- 6:45AM- 7:30AM RUN/WALK IN FRENCH QUARTERS *Meet in Westin Lobby (11th Floor)*
8:00AM- 9:00AM BREAKFAST *Crescent Room SPONSORED BY: DELTA AIRLINES*
9:00AM-10:15AM EDUCATIONAL SESSION BLOCK 3:
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| 3A Accounting for Ancillary Airline Fees
<i>Terrace Room</i> | 3B Kuali Financial System for P-Cards
<i>Cotton Room</i> | 3C NCAA T&E Rules
<i>River Room</i> |
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- 10:15AM-10:45AM TRADESHOW AND BREAK *Ballroom I SPONSORED BY: STA TRAVEL*
10:45AM-12:00PM EDUCATIONAL SESSION BLOCK 4:
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| 4A PCI Requirements
<i>River Room</i> | 4B Consultancy Advice
<i>Terrace Room</i> |
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- 12:00PM- 1:30PM LUNCH *Crescent Ballroom SPONSORED BY: US BANK*
1:30PM- 2:45PM EDUCATIONAL SESSION BLOCK 5:
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| 5A Corporate Card Rebates & Service
<i>Terrace Room</i> | 5B Social Networking
<i>River Room</i> |
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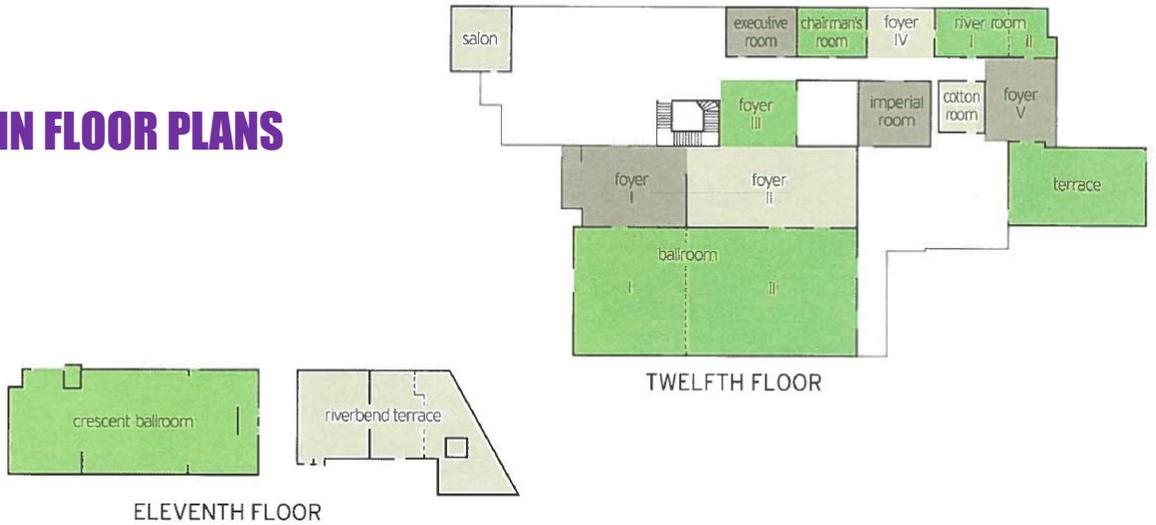
TUESDAY 9.29.10 (Continued)

- 2:45PM- 3:15PM** TRADESHOW AND BEVERAGES *Ballroom I*
- 3:15PM- 4:45PM** GENERAL SESSION D: Leading the Charge: Insights into Travel & Expense Management *Ballroom II*
- 4:45PM- 5:00PM** WRAP UP, THANK YOU, AND AIRLINE TICKET RAFFLE *Ballroom II*
- 6:30PM- 10:00PM** DINNER RECEPTION *Calcasieu Restaurant-Historic Warehouse District (Meet in Westin Lobby 11th Floor at 6:15 or at Restaurant anytime after 6:30 pm)*
SPONSORED BY: CONCUR TECHNOLOGIES

WEDNESDAY 9.30.10

8:00AM-12:00PM VISITING TULANE UNIVERSITY: The Firsthand Story of Hurricane Katrina's Affects on a University's Administrative Infrastructure *(Meet 8:00AM in Westin Lobby (11th Floor))*

WESTIN FLOOR PLANS



RESTAURANT MAPS

