1. Registration

The WFRN registration desk will be located in the 3rd Floor Foyer of the Millennium Hotel. Registration will open on Wednesday, June 13 from 4-6PM. If you will be arriving on Wednesday, we encourage you to pick up your name badge and tote bag at this time. All conference participants are expected to pre-register for the conference and to pay membership dues. Please register if you have not yet done so.

The registration desk will be open on Thursday, June 14 and Friday, June 15 from 8 AM-6 PM and from 8 AM-2:30 PM on Saturday, June 16.

2. Audio-visual Equipment

Screens, projectors and pc-laptops will be available in all rooms hosting Symposia and regular sessions. No AV equipment will be available for Roundtable or Poster sessions. If you are presenting at a Roundtable or Poster session, you are welcome to bring handouts to distribute to attendees. Please plan to compile the PowerPoint presentations from a session on one flash drive before the meeting, so that the session can start on time. If you are a session presider or chair, please contact all presenters to facilitate this process.

If you are a presenter who has not heard from your chair or presider, please contact them. Emails can be found in the WFRN Member Directory or contact us for assistance at: workandfamily@sas.upenn.edu.

If you are bringing an Apple computer, make sure you bring a VGA adapter to connect to the LCD projector.

3. Session and Presentation Length

All sessions are 1 hour and 40 minutes long. Presenters should plan to take approximately 15 minutes to deliver their presentation in order to leave sufficient time for discussion. Some Symposia include many panelists, and consequently these presentations will have to be shorter. Session chairs should keep track of time, keep the session moving, field audience questions, and organize the discussion. Sessions run continuously from 10 AM-6 PM on Thursday and 8 AM-6 PM on Friday and Saturday.
The final conference program can be found [here](#).

4. Conference at a Glance

The conference will begin on Thursday, June 14 at 9 AM with a business meeting and continental breakfast in Room 3.11. PLEASE JOIN US!

**Thursday, 7 PM: Welcome Reception: Hor D’Oeuvres & Drinks (Following Presidential Plenary)**

**Friday, 7 PM: Sponsored Reception: Hor D’Oeuvres & Drinks (Following Awards and Policy Plenary)**

For more details on Plenary sessions, Author Meets Critics sessions, Committee meeting times, and the New Book Reception and Exhibit Hall, please consult [Conference at a Glance](#).

5. Hotel Rooms

Rooms are no longer available at the discounted conference rate at the Millennium Broadway Hotel. Rooms are now available at the New York Marriott Marquis and the Renaissance New York Times Square Hotel. More information can be found on the [Hotel and Travel Page](#).

6. Meeting Rooms

Most of the meeting rooms are located on the 3rd, 4th and 5th floors of the Millennium Hotel. Dedicated elevators and easily-accessed stairs make movement between floors quick and easy.

NB: Room 5.07 will be available for informal meetings throughout most of the conference. Feel free to make use of it to confer with colleagues.

7. Dining

There are numerous food options very close to the hotel. We will provide a restaurant guide in the conference program, so you can get breakfast and lunch quickly.