

# Connect Share Learn!

Siemens PLM Connection 2017

EUROPEAN USER CONFERENCE

Berlin | Germany | Oct. 23<sup>rd</sup> – 25<sup>th</sup> 2017

Oct 2017.

## Helpful Information for your stay at PLM Europe – Siemens PLM Connection 2017

Welcome 2017 attendee,

This document provides information to make your journey and attendance at the conference easier. However all urgent on site enquires should be directed to:

### Emergency Contact Numbers

Main contact for the conference: PLM Europe: Karla Kluth: Mobile +49 171 180 8379

### **Conference start time**

The conference starts on Monday morning at 9:30 h am - please make sure you arrive on time.

#### **Flight Information**

Transfer time by taxi from Airport Berlin Tegel to the Estrel convention center will be around 35 minutes and cost ca. € 35, 00.

The transfer time from Schönefeld Airport is approximately 15 minutes.

Please ensure that you have 6 months remaining on your passport.

### **Hotel Information**

Please contact your hotel to check on the times for check in and check out.

All hotel information you will find [here](#):

#### **Parking**

There are parking places in the Estrel Hotel – cost per 24 h € 15, 00

For more information contact the Concierge [estrel@interklassik.net](mailto:estrel@interklassik.net),

### **Luggage storage and opening Hours**

There is a secure baggage area throughout the event for you to leave your luggage until you can check in at your hotel on arrival at the conference, and for check out on Tuesday and Wednesday, should you wish to bring your bags from your hotel to the conference center. The Baggage area will be located in the Passage Rotunde between reception and the exhibition area.

Sunday	17.00 – 20.00
Monday	07:30 – 24.00
Tuesday	08:00 – 24:00
Wednesday	07:30 – 17.00

Please note we take no liability for luggage left with us; however the luggage area is manned during the a.m. hours

## Accommodation / Registration Queries

Should you require an amendment or cancellation of your hotel booking prior to the event contact your hotel. For any questions regarding your registration, please contact the registration desk or call Karla Kluth.

## Late payment procedure / Registration Times

You already have received a registration confirmation for the PLM Europe - Siemens PLM Connection Event from Karla Kluth confirming your registration at the event and your arrival and departure dates. If your Conference Fee is not pre-paid – you will be asked to pay on arrival. Make sure you have a working Credit Card with you. **Make also sure there is no limit on your credit card. Some cards need a special approval number from the bank, please check beforehand and have this number with you.** German attendees who need to pay at door must count 19 % VAT on top. This could result your limit on your credit card is lower

Registration is open on Sunday 12:00-20:00. We kindly ask you to register directly upon your arrival to save queuing on Monday.

### Registration times:

Sunday 12:00 - 20:00 h	Monday 07:00- 20:00 h
Tuesday 07:00 – 20:00 h	Wednesday 08:00 - 15:00 h

## WLAN and login

The hotel will provide **WLAN** -  
choose Net: plm2017  
Password: plm\_2017

**No capital letters, no blanks/space!**

## Registration

### Presenter

At Estrel you will find signs to ‘Speakers Registration and Info Center’. All **Presenter** (Customer, Siemens Exec. and Partner) need to proceed to this area to collect their badge and conference package.– the lounge is located next to main conference registration desk.

### Attendees:

All attendees can collect their badge and conference bag at the Conference Registration counter.

- ✚ You are requested to proceed to the conference registration desk upon your arrival to avoid any long que on Monday morning.
- ✚ Guests with a “van de ....., d’ ....., or double name” will get their badge at the counter with the first letter in their last name.



### At the event

Speakers will not be asked to pay registration fees, however all attendees must register to collect their badge and delegate pack in time for the conference starting at 10am.

Please allow extra time for registration on Monday morning as queues may occur.

**Please make sure you wear your badge good visible at all times throughout the conference including evening receptions.** Your badge holder will contain the agenda for the conference and the Punch card for the Tombola/Raffle/Lottery

## Agenda 2017

See online detailed interactive [agenda](#) at o see abstracts and bios of the sessions.

## Food and Beverages

### Breakfast

There will be a normal breakfast in the hotel – at your cost.

We will serve a small “Early morning” breakfast with coffee, and snacks in the Solutions center which is included in the conference fee.

### Lunch

Lunch will be served in buffet style on the ground floor of the convention center in the Solution Center (Exhibition hall) Monday till Wednesday

– see agenda for specific timings.

### Evening Events

#### **Sunday Evening Start: 19:30 h**

Welcome Buffet Evening - Networking with the Partners

#### **Monday Evening Start: 18.30 h**

There will be a seated 4 course dinner.

18.30 - 19.00 h Reception

19.00 - 20.15 h Starter, Second course and Drinks

20.15 - 20.45 h Comedy (Leiste & Tebe)

20.45 - 21.30 h Main course

21.30 - 22.15 h Show Time

22.15 - 23.00 h Dessert and finish

**During the show s– there will be no service.**

#### **Monday Evening Dinner – important – please read**

**All who have not registered for the Monday evening Dinner will have a red stamp on their Badge when they arrive. Last minute changes cannot be accepted – This is a seated dinner and food is ordered by the number of attendees who have pre-signed for the dinner. Security will check you badge of “non dinner registerd” and will not let you in. We kindly ask you for your understanding – Thank you**

**If you have booked for the Monday evening dinner you are requested to attend and change not your mind in the last second. We really want to make sure we have not to toss out expensive food into the trash.**

**We are not allowed to give this food to social institutions or homeless people.**

#### **Tuesday Evening 19.30 – 23.00 h**

Networking Dinner hosted by Siemens PLM Software & PLM Europe

There will be some activities taking place in the Solution Center.

Both Evening Receptions will be held in the Solution Center (Exhibition Area), ground floor level

## Special Dietary Requirements

Please contact [karla.kluth@plm-europe.org](mailto:karla.kluth@plm-europe.org) if you did not identify your requirements on your registration form or you forgot to make any prior arrangements. Food on all evenings is buffet style and tries to accommodate for most dietary requirements.

**All attendee with special dietary requirements should inform the waiter of their dietaries before the meal begins.**

## General Information

Currency: Euros

### Security

The Convention Centre, hotels and PLM Europe do not take liability for any lost or stolen equipment or items throughout the conference so please make sure you carry personal items with you at all times.

### Dress Code

Day Wear – Business Smart: Plenary Speakers should wear a Jacket, Tie; Breakout Speakers should be Business Smart (tie not essential)

Evening Wear: Smart/Business Casual

### Customer/Partner 1-2-1 Meetings - These rooms are located in Wing 3 – 2<sup>nd</sup> floor

Most meetings are booked in advance but if anyone has any additional requests please contact Minna Mitchel +44 7921 245255

To request a room: These meetings are joint Customer/ Siemens Exec/ Partner meetings only and are subject to room & Exec availability.

## Partner Exhibition Area – Solution Center (Exhibition Hall)

Upon Registration you will be given a Lottery Punch Card – that gives you the opportunity to win a selection of prizes given by participating vendors. You need to visit **each** booth mentioned on this card and have your card punched and submit it back to the Registration desk **by Wednesday morning – 11.00 h** for your chance to be a winner!

The draw will be done on Wednesday during the lunch break in the Solution Center (Exhibition Hall). The draw will be done in the at the KPIT Booth in the centre of the Hall. Please pay attention!!!



### Event App

For better mobile information and networking possibilities we have developed the new Event App functionality with Double Dutch, which is optimized for use with tablets and smartphones with WIFI. Keep yourself informed about the agenda 2017, create and edit your personal agenda, connect with other visitors or get information about the conference exhibitors. Please refer to your email entitled Welcome to PLM Europe- Siemens PLM Connection 2017, sender is PLM World & PLM Europe Events for download information or click [here](#) to download our 2017 App

**There will be an info desk – closed to the PLM Europe Registration counter were you can get help if you have problems with login, download etc.**

### Travel Information

See all our Travel pages online for the most up to date information on traveling to Berlin and methods of transport to get from the airport or train station to the hotel or convention center @ [http://www.plm-europe.org/index.php?id=hotel\\_travel](http://www.plm-europe.org/index.php?id=hotel_travel) and visit the Hotel & Travel Pages.

Travel Information Estrel

<http://www.estrel.com/en/location-directions.html>

Please note you will need to make your own travel arrangements between the Estrel Convention Center and your hotel each day if you are not staying at the Estrel Hotel. If you are in the Estrel Hotel the convention center is interlinked with the Convention Center.

*We wish you a pleasant and successful stay at  
PLM Europe – Siemens PLM Connection 2017 in Berlin*

