

## **DDD Perth 2019 Handbook**

When: Saturday 3<sup>rd</sup> August 2019 8:00am Where: Perth Convention and Exhibition Centre, <u>21 Mounts Bay Rd, Perth</u> Hashtag: #dddperth

#### This year Inclusive community-focused conference.



**Sold out!** ~820 people registered with a waiting list.



40 Awesome local,

national and

international

speakers.







6 tracks. Riverside Theatre!

## #dddperth

## Code of Conduct

Please familiarise yourself with the Conference Code of Conduct.

We are dedicated to providing a harassmentfree conference for everyone.

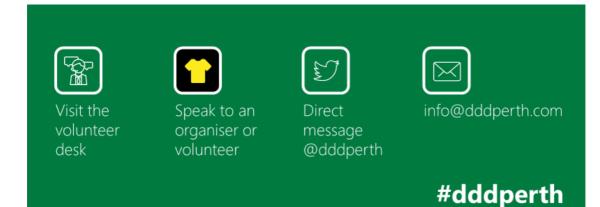


https://dddperth.com/code-of-conduct

All attendees, speakers, sponsors and volunteers at our conference are required to agree with the code of conduct. Organisers and volunteers will enforce this code throughout the event. We are expecting cooperation from all participants to help ensuring a safe, welcoming environment for everybody.

## If you have any issues or concerns

https://dddperth.com/code-of-conduct



#### What to do if someone makes a complaint about you?

- DDD Perth organisers and volunteers will have a conversation with you, and listen to you.
- Listen to the complaint with an open mind and consider the effect rather than intent of the behaviour in question
- Don't be dismissive of the complainant
- Understand any advice given on how to act in the future
- Comply with the directions of the DDD Perth organisers and volunteers

We believe everyone here is coming from a good place, and so we expect that you're learning, just like we are.

#### Photo policy



## **Getting There**

#### Car

Perth Convention and Exhibition Centre (PCEC) has parking underneath it for <u>\$16.80 for</u> the day.

#### Train

PCEC is adjoining the Elizabeth Quay Train Station and is a 5 minute walk from it. See <u>Transperth</u> for more details.

#### Bus

PCEC is easy to get to via any bus that goes to the Esplanade Busport, which is adjoining the PCEC. See <u>Transperth</u> for more details.

#### Out-of-towner?

To get a 10% discount from the best available rate for the nearby 4.5 star Adina Apartment Hotel you can use the special <u>booking link</u>, or promo code DDDPERTH19. Adina Hotel can be contacted on +61 8 9217 8000 or <u>perth@adinahotels.com.au</u>.

#### Registration

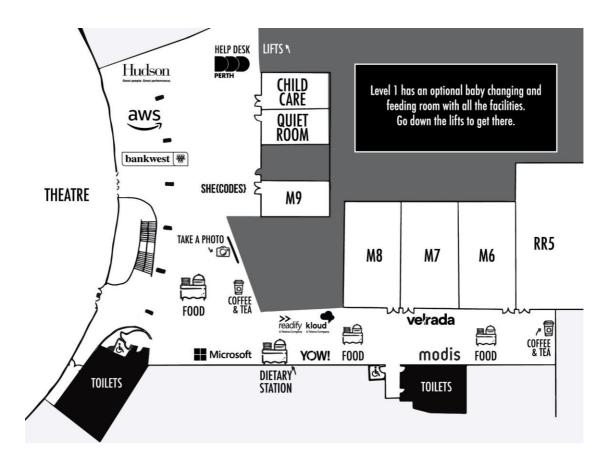
We'll be welcoming everyone from 8:00 to 8:45am at the registration desk in the Central Foyer on Level 2. Level 2 is the main entrance from St Georges Terrace and the bus port into the centre.

You should have received a QR Code when you registered. Bring that; on your device is fine.

If you don't have a QR Code, you might not have completed your ticket registration. Find your order email or check your junk folder, and if you still can't find details on how to get that QR Code, just <u>contact us</u> and we'll help you out.

#### Floor Plan

This year, we will be located on level 2 near the Riverside Theatre through to the Southern Foyer. We also have a treasure hunt running – get your map from the DDD Help Desk and complete the hunt for your chance to win a prize at the end of the day!



#### Rooms

DDD Perth consists of six tracks, which will be run out of the Riverside Theatre, River View Room 5 and Meeting Rooms 6 through to 9. The Keynote and Locknote will take place in the Riverside Theatre.

The rooms will be clearly marked on the day, as well as screens outside the rooms indicating upcoming sessions.

Rooms have no particular theme, attend whichever sessions most interest you at each time slot.

## Toilets



The above floorplans show where the toilets are located on level 2. We will explicitly mark the toilets as "Access all toilets", which means that they are open to anyone to use regardless of disability, gender identity or any other personal attribute. Of course, we encourage everyone to use the most appropriate and comfortable toilet for them and not to feel pressured to use the "Access all toilets".

## Childcare

Childcare will be located in Meeting Room 12, opposite the DDD Perth Help Desk on Level 2. If you have bought a childcare ticket then head to registration as normal, where one of our organisers will assist you. An email with more information specific to childcare will be sent to all registered parents prior to the day.

### Private baby-feeding and pumping area

Level 1 has an optional baby changing and feeding room with all the facilities. Go down the lifts to get there. We welcome you to pump or feed your baby anywhere you feel comfortable and if anyone makes you feel otherwise to let a volunteer or organiser know as per our code of conduct.

#### WiFi

PCEC has free wifi for all attendees limited to 512Kb download speed that needs to be renewed every hour. We make no guarantees about the quality or speed of the wifi.

#### Agenda

At registration, you will be provided with a lanyard bearing your name on the front and our agenda on the back. Note: we have a mix of 45 minute and 20 minute sessions.

If you wish to move around while sessions are in progress then feel free to do so, however take care to be respectful towards our presenters.

View the DDD Perth agenda.

#### Food and Drink

Tea and coffee will be available throughout the day at the Coffee Carts sponsored by Planit and VGW.



Morning Tea, Lunch, and Afternoon Tea will be provided and will take place in the Southern and Riverside Theatre Foyers.

A lot of the food on the general buffet will be suitable for vegetarians, vegans, and some other requirements. There will also be a dietary buffet, next to the Microsoft Stand, at the windows nearest the theatre. If you've provided any allergy or dietary information as part of the registration process, your name will be recorded here and there should be a Venue Staff member available to help if you need it. Reach out to any Yellow shirt wearing volunteer if you need help and we'll find someone to talk to. Please bring appropriate precautions (epipen or other) as the Venue will have a lot of people and they can't guarantee against kitchen contaminants. This applies particularly to nut allergies.

#### Afterparty

After the event we invite to you to join us in the foyer adjoining the conference rooms for the afterparty. Some games, food and drink will be provided, while we enjoy the beautiful views over Elizabeth Quay and the Swan River.

#### **Issues & Questions**

On the day for any issues or questions please feel free to speak to a member of the DDD Perth team who will be easily identifiable by their yellow DDD Perth t-shirts.

We'll also be identifying the organisers and volunteers during the welcome, and there will also be a volunteer desk next to registration, attended at all times by members from our wonderful team.

You can also send a tweet to @dddperth or email info@dddperth.com.

If you wish to report an issue anonymously, you can do so using <u>this form</u>. We can't follow up an anonymous report, but we will fully investigate it and take whatever action is necessary to prevent a recurrence.

Emergency contact numbers:

- Rebecca Waters 0405 100 063
- Matt Ward 0403 695 863
- Rob Moore 0400 777 763

# THANKS TO OUR AMAZING SPONSORS!

