

MPI welcomes you to this year's World Education Congress in San Francisco. To help you prepare, we've put together this guide so you're ready for a successful event. In addition to this document, the [WEC website](#) and [app](#) is where you'll find all the details you need for everything WEC. Under the navigation bars of either tool, you'll find information about Events, Education, and so much more!

## General Information

### Official Hotel and Conference Venue

The Moscone Center West  
800 Howard Street  
San Francisco, CA 94103  
+1 415-974-4000

### Look Who's Coming

[See who](#) will be attending WEC 2015.

### Time Zone

San Francisco is located in the Pacific Time Zone (UTC-08:00)

### Weather

August average high: 75 °F / 24 °C August average low: 60 °F / 15 °C.

### What to Pack

Attire is business casual for the conference. Please no jeans, t-shirts or flip flops. We do recommend you dress in layers as temperatures in meetings rooms can vary. Some events take place outside in the evening when the weather cools down, so be sure to bring appropriate clothing options such as a shawl or light sweater. The Opening Night Celebration is inside. For the MPI Foundation event, The Big Deal, attire can be casual (jeans are okay) or San Francisco chic. And for the MPI Foundation event, Rendezvous, casual party attire is welcome. For the Closing Night Celebration (an outdoor event on Polk Street), casual attire is suggested.

## Airport Ground Transportation

The Moscone Center is approximately 11.5 miles from the San Francisco International and Oakland airports with fare averaging \$10 - \$60.00 depending on how you choose to travel.

- **Super Shuttle**

Book your airport transfer at <http://www.supershuttle.com> using the “Group / Discount” code Mympi for a 10% discount. Please [see the website](#) for additional information.

- **Bay Area Rapid Transportation (BART)**

Take BART from SFO and arrive in downtown San Francisco in 30 minutes. SFO trains run every 15-20 minutes. Hotels in the MPI block and the Moscone Convention Center Complex are located within easy walking distance of the Powell or Montgomery stations. A BART ride from SFO to San Francisco (round trip - 20.4 miles) keeps 10.2 lbs. of carbon out of the air. [Click here](#) to make your reservation.

\*\*Please note: There will be no transbay BART train service between West Oakland and Embarcadero Stations on August 1 and 2. Limited bus service is available. [See more details](#).

- **Taxi Service**

Taxis depart from the **designated taxi zones** located at the roadway center islands, on the Arrivals/Baggage Claim Level of all terminals.

Uniformed taxi coordinators are stationed at the taxi zones from 7:00 a.m. to 1:00 a.m. to assist passengers with questions or concerns.

Ramp accessible taxis are available. Please contact the taxi coordinator to request a ramp accessible taxi, or phone \*1191 from any airport courtesy phone.

Taxi drivers are required by airport regulation to accept fares to all Bay Area destinations.

Approximate fares to San Francisco:  
Downtown - \$45 (Moscone Center West)  
Fisherman's Wharf - \$53

Metered rates apply to all destinations. Destinations either 15 miles beyond the limits of the City and County of San Francisco or 15 miles beyond the boundaries of San Francisco International Airport are charged at 150% of the metered rate. A \$2.00 exit surcharge is included in all San Francisco taxicab meter fares for rides originating from San Francisco International Airport. By sharing a ride, up to 5 persons can ride for the price of 1 person.

Taxi drivers are required by airport regulation to accept fares to all Bay Area destinations. Please contact local taxicab companies in this region for information on fares to SFO.

- **Avis Worldwide**

For a car rental discount, contact [Avis.com](http://Avis.com). The Avis Worldwide Discount or **AWD** number is **D183101**. Please use this [Avis booking link](#) for the World Education Congress discount rate. When this customized link is used, the AWD number will automatically be placed in the reservation detail.

When calling Avis at **1 (800) 331-1600** to make reservations, provide the Avis reservations agent with this AWD number to ensure you receive the best available car rental rates. The AWD will be effective from seven days prior to WEC until seven days after WEC.

- **Shuttle Information**

Moscone Center is centrally located and within walking distance of all WEC hotels. There will not be shuttles to the conference (Moscone West) or to The Big Deal (Moscone North). Pack your sneakers and store them at our complimentary shoe check located on Level 1, open daily at 7:30 a.m. Saturday through Tuesday (excluding The Big Deal). An ADA shuttle service will be also available upon request by calling +1 (415) 559-5039 on show days during scheduled hours; please allow one hour advance notice for this service. Shuttle service will be provided to the following offsite events: Opening Night Celebration at Pier 48, Rendezvous at The Fillmore, and the Closing Night Celebration at City Hall. Check shuttle schedules at your hotel for more details.

## Sustainability

MPI is committed to reducing the environmental impacts of our events and giving back to our host communities. Here are some [easy ways you can make a big difference](#) while attending WEC 2015 in San Francisco.

## Wi-Fi at the Moscone West Center

Wi-Fi will be provided in all areas of our conference at no charge. All you need is your email address.

## Social Media



Follow us on [Twitter](#) and use the official WEC hash tag #WEC15.



Join the [WEC 2015 Facebook page](#) and engage in conversations on our page.

## WEC Mobile App Replaces the Conference Guide

As part of our ongoing sustainability efforts, we will not be printing conference guides for WEC 2015. Access WEC 2015 information on your smart phone or tablet by downloading the app from your store or marketplace. Search "MPI Global Events". [Learn more](#). Please note local data charges may apply when using these applications. Check with your carrier for more information on charges that may apply.

## Where else can I find the schedule?

The WEC Onsite Daily, our conference newspaper published on Sunday, Monday and Tuesday, will be available at your WEC hotel and throughout the conference center to provide attendees with an overview of the schedule for each day.

## Registration

### On-site Registration

The registration desk is located at the Moscone West Center on Level One. All WEC attendees will need to pick-up event materials first to ensure easy access throughout the conference.

### Registration Hours

Friday, July 31	3:00 pm – 5:00 pm
Saturday, August 1 through Monday, August 3	7:30 am – 6:00 pm
Tuesday, August 4	7:30 am – 4:00 pm

### Information Booth Hours

Saturday, August 1 – Monday, August 3	7:30 am – 6:00 pm
Tuesday, August 4	7:30 am – 4:00 pm

### Shoe and Coat Check Hours

Saturday, August 1	7:30 am – 6:00 pm
Sunday, August 2 – Monday, August 3	7:30 am – 7:30 pm
Tuesday, August 4	7:30 am – 5:00 pm

### WEC Badges

Your name badge is required for admission to all events. No exceptions. There is a \$25 charge for name badge replacement.

### Events and Education that Require Registration and/or Tickets

Certain events and activities have additional fees, limited seating available and/or require a ticket for entry. Examples of this include sunrise and sunset education sessions (limited seating), and the MPI Foundation signature events The Big Deal and Rendezvous (additional fee, separate ticket required). To register for these events, go through your personalized link on your payment receipt or speak to a registration assistant onsite. If you would like us to resend your confirmation, please contact our registration provider at [MPIWEC@eventPower.com](mailto:MPIWEC@eventPower.com). If you registered before you arrived for WEC, your ticket will be included with your badge credentials.

To find information about the guest policy, registration substitutions, and any other Registration-related questions, see our [Registration FAQ's](#).

## Education

### Build Your Schedule

See the WEC 2015 [Program at a Glance](#) and get an overview of all the education and events at WEC so that you can [build your schedule](#) with everything you want and nothing you don't. You can also easily browse education and events on the app. Parts of the program you don't want to miss include:

- **Career & Learning Central** – The world of conference education is changing dramatically—just like the culture of San Francisco’s top companies. Join us on Level 3 in Career and Learning Central (CALC), MPI’s own take on the San Fran workspace. CALC acts as MPI’s learning laboratory, offering a variety of unique learning opportunities—for the individual, the small group and the masses— presenting the resources learners need to expand their knowledge, strengthen their careers and transform their events outside the confines of the concurrent session space.

While you’re there, make sure your resume sizzles and set up an appointment with Dawn Rasmussen, CMP, a certified advanced resume writer and the president of Portland, Oregon-based Pathfinder Writing and Career Services. [Click here](#) to set up your appointment with Dawn. Or make your job hunt successful with help from Diane Hawkins, SPHR, the senior director of people and performance at Meeting Professionals International. [Click here](#) to schedule your appointment with Diane. You can also find the tools you need to meet your challenges at work head-on with the help of MPI’s Research Librarian Marj Atkinson, MLS, HMCC. [Click here](#) to make an appointment with Marj.

This is also where you’ll find the WEC 2015 community project. Drop in to the CSR Mail Room anytime to assemble and decorate care packages for young patients at the UCSF Benioff Children’s Hospital in San Francisco. This includes writing a special note for the recipient and we invite you to bring blank postcards from home to show how far you’ve come to make a difference. For more information about our beneficiary, watch this “[Help Us Care for Kids YouTube video](#).”

- **MarketSquare** – WEC’s MarketSquare is a fabulous resource where planner attendees and participating suppliers can meet, greet, mix and mingle during breaks and between events and sessions. MarketSquare is located on level two of the Moscone Center, and will be open daily starting Sunday, August 2 from 8 a.m. – 6 p.m. and Tuesday until 3:30 p.m. Be sure to stop by and see all of our participating suppliers.

## A Note about Education Sessions

Unless otherwise noted, there is no advance registration required to attend concurrent education sessions. All other sessions are filled on a first-come, first-served basis. Seating begins 15 minutes prior to session start time. [Pre-conference sessions](#) require separate fee and registration. To attend these workshops, please return to the registration portal via the link provided in your confirmation email. If you would like us to resend your confirmation, please contact our registration provider at [MPIWEC@eventPower.com](mailto:MPIWEC@eventPower.com).

## Clock Hours

Clock hours are available for approved knowledge sessions and this year’s WEC offers many classes with clock hours including most general sessions! MPI members can see their hours in their membership record online within four weeks after the end of WEC. Approved sessions are noted with a clock hour icon on the mobile app.

## Events

### [Opening Night Celebration](#)

Saturday, August 1, 2015 | 7:00 pm – 10:00 pm  
PIER 48 (Across from AT&T Park) Shuttle provided

As an extension to the opening night celebration, there will be an After-Party Hornblower Cruise, from 10pm-Midnight, available to all MPI WEC attendees. Boarding will be at AT&T Park.

Enjoy a 2-hour cruise and take in the iconic sights of the San Francisco Bay. Drinks, small bites, and entertainment will be provided. There will also be transportation provided back to your hotel. [Click here](#) to join an unforgettable night, and to reserve your spot today!

### [MPI Foundation The Big Deal \(TICKETED EVENT\)](#)

Sunday, August 2, 2015 | 9:00 pm – 1:00 am Tickets can be purchased [in advance online](#), onsite at WEC Registration and at the door. No shuttle provided.

### [MPI Foundation Rendezvous \(TICKETED EVENT\)](#)

Monday, August 3, 2015 | 9:00 pm – 1:00 am Tickets can be purchased [in advance online](#), onsite at WEC Registration and at the door. Shuttle provided.

### [MPI Foundation Not-So-Silent Auction](#)

Take part in this year's auction and escape with a fabulous prize package. The auction is completely digital and you can bid using your computer or smart device. Tell your friends and family to get in on the action too. But don't delay, bids close Tuesday, August 4 at 3:15 pm (Pacific Time). Get started now by going to the WEC App or at <http://ucan.bid>

### [Closing Night Celebration](#)

Tuesday, August 4, 2015 | 7:00 pm – 10:00 pm  
San Francisco City Hall Shuttle Provided

### **Breakfast in Bed by Montréal Tourism**

A special Breakfast in Bed event for planners on Tuesday morning at 7:00 am will require that you make a stop to Montreal's booth before Tuesday to sign up!

Saturday, August 1, 2015 and Sunday Aug 2, 2015 | 7:30 am to 5:00 pm  
Monday, August 3, 2015 | 7:30 am to 3:00 pm

### **MPI Foundation Chairman's Challenge 5K Fun Run/Walk**

Come out for a beautiful fun run in San Francisco. The 5K course will start on Monday at 6:30 am from AT&T Park and take you along the Embarcadero Waterfront to the Ferry Building and back. Roundtrip shuttle transportation is available at 6:00 am from Moscone Center and Hilton Union Square. All fitness levels are welcomed. A \$10.00 donation is required to participate. Sign up [online](#) or all day on Saturday or Sunday at Moscone West (Level 1).

## Other Fun Stuff

Did you know that you can participate in other fun activities during WEC such as the Member Engagement Lounge, Blood Pressure Checks and Puppy Cuddling? [Click here](#) to learn more!

## Sponsors and Partners

We'd like to extend a special thank you to all of the [WEC 2015 sponsors and partners](#)

## Register early for the 2016 MPI WEC in Atlantic City and you will be entered to win one of these incredible prize packages:

### Golden Nugget:

#### Presidential Participant Package

- Suite upgrade during 2016 WEC in Atlantic City
- Access to Chairman's Club for two people (complimentary drinks and food)
- Plush bathrobe as welcome amenity to use during stay and take home
- Complimentary access to health club and spa
- Complimentary internet in sleeping room
- Complimentary coffee in room
- Complimentary access to Haven Night Club - Thursday-Sunday
- Access to the 6th floor - rooftop pool, fire pits, hot tubs and lounge area

### Tropicana:

- Ten (10) \$50 Gift Cards
- (2) Hotel Stay Certificates valid for up to 3 nights each during the MPI WEC in 2016.

### Borgata:

- Two - (1) one night midweek stay letters to include Food & beverage credit of \$150

### Trump Taj Mahal:

- One night mid-week stay in Trump Taj Mahal Chairman Tower Suite accommodations, plus 1 Breakfast for 2 at Plate restaurant (excluding alcoholic beverages and gratuities).

### Sheraton Atlantic City Convention Center Hotel

- 3 day/2 night stay in club level accommodations and club level access, with breakfast for 2 daily in Boulevards Café and \$100 gift certificate to Ruth Chris Steak House.

**See you in San Francisco!**