

# SHRM

ANNUAL CONFERENCE & EXPO  
LAS VEGAS & LIVE ONLINE  
SEPTEMBER 9-12

# 21

# SHRM

®

*SHRM21 Area Training – September 2021*

BETTER WORKPLACES  
BETTER WORLD™

**Edgar Ramirez**  
**Volunteer/ Temporary Staff Lead**

# Welcome and Thank You!

- Introductions
- Objectives / Roles
- Floorplans
- Escalation





# Introduction

## About Me

- Edgar Ramirez Overall Volunteer/ Temp Staff Event Lead
- SHRM21 role: I support the event by scheduling the needs of department leads with Volunteers or Temporary Staff





# Ambassadors

## Objective / Roles

### LVCC - West Hall

- Objectives
  - Ensure all Attendees get the information they need
  - If you don't know the answer escalate the question to your nearest resource
  
- Roles
  - Check in with your Team Lead in the Volunteer break room W321
  - Get assigned to your location
  - Greet and direct Attendees to where they need to go
  - Standing positions located throughout the conference



# Ambassadors

## Objective / Roles

### Shift Times

- Materials
  - Clipboard and ABC Guide
  
- What to do if you need extra help?
  - Leadership team will be introduced before we post you. You can always ask for help from the team.
  - FAQ
    - What's the wifi?
    - Where is the expo, general session?
    - Who is performing Saturday Night?

# PHASE III

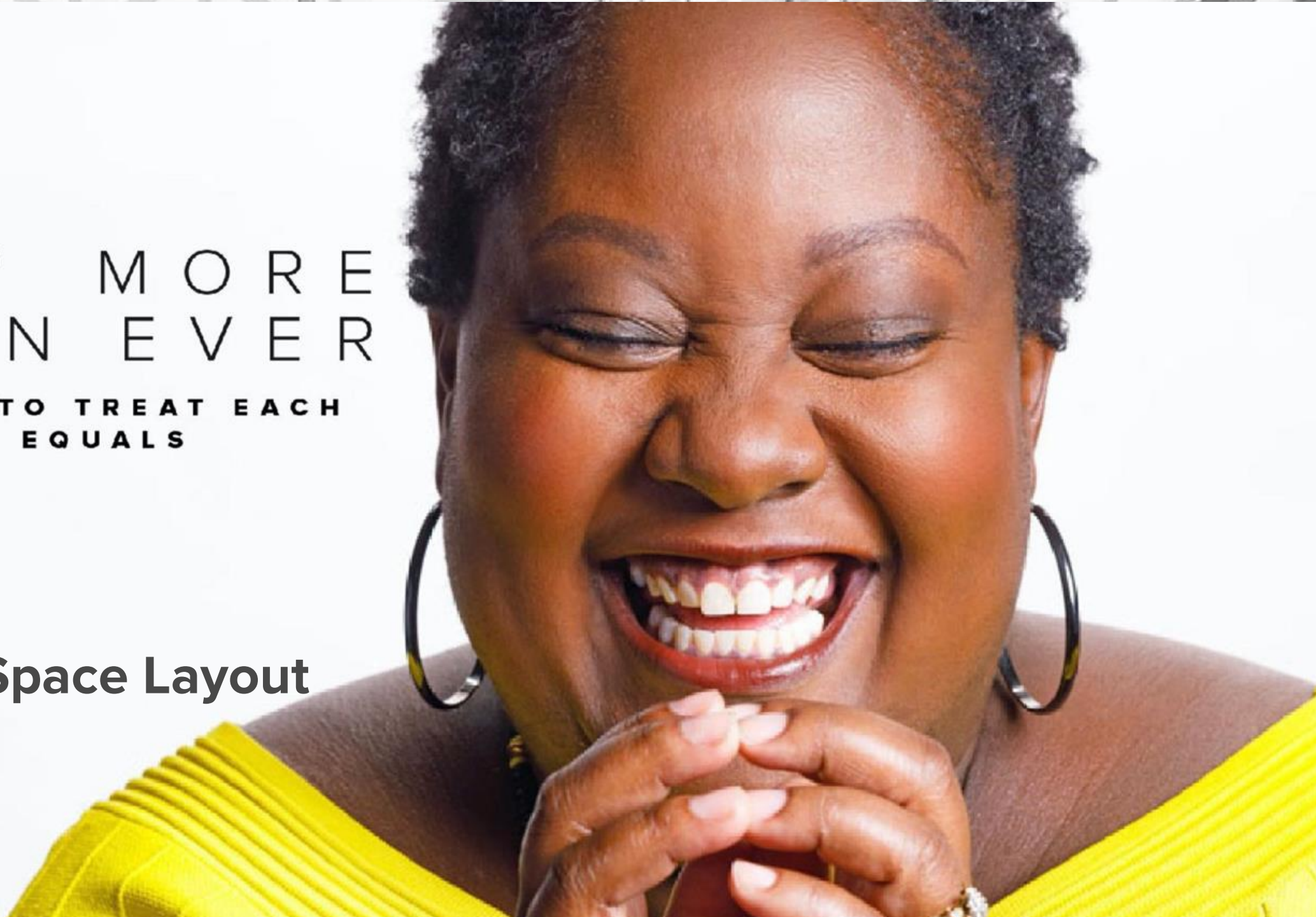
APRIL - JUN 21

NOW MORE  
THAN EVER

WE NEED TO TREAT EACH  
OTHER AS EQUALS

**SHRM21**

**SHRM21 Space Layout**



# Las Vegas Convention Center - West Hall

\*Please note: these numbers are based off the property marketing floor plans and should be drawn to scale in CAD prior to sharing with the Education Team





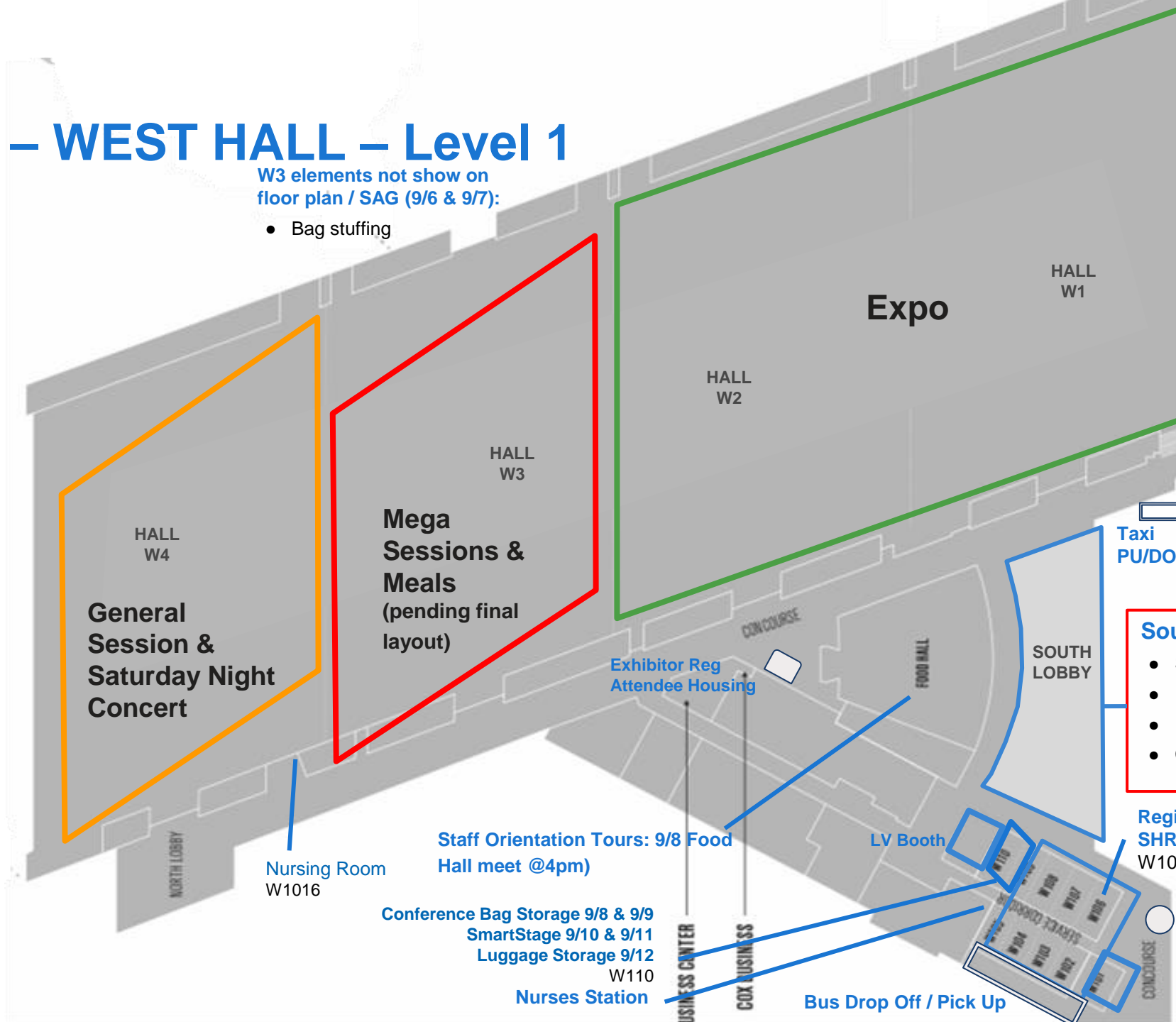
# LVCC – WEST HALL – Level 1

W3 elements not show on floor plan / SAG (9/6 & 9/7):

- Bag stuffing

### Key

- Ad Hoc
- Mega / Meals
- Expo



### Offices & Ancillary Lounges on Expo Floor

- Freeman Service Desk
- Compu-Systems / CSI
- Lead Retrieval Rentals
- Exhibit Sales office / MCI
- Exhibitor Lounge
- Ad Sales Office
- Business Appt Suites (3)
- DTA
- Certification Lounge
- Workplace Innovation Zone
- SHRM Enterprise Solutions
- PMQ
- Charging Station(s)
- Grand Prize Drawing Stage

### South Lobby elements:

- SHRM Info Booth
- Peer Group Networking
- Express Registration Kiosk (9/8-9/9)
- Charging Station(s)

### Registration & Bag Pick-Up & SHRMStore W102 - W109

DJ Booth

Staff Orientation Tours: 9/8 Food Hall meet @4pm

Conference Bag Storage 9/8 & 9/9  
SmartStage 9/10 & 9/11  
Luggage Storage 9/12  
W110

Nurses Station

Bus Drop Off / Pick Up

LV Booth

Exhibitor Reg  
Attendee Housing

Taxi  
PU/DO

Nursing Room  
W1016

HALL  
W4

General  
Session &  
Saturday Night  
Concert

HALL  
W3

Mega  
Sessions &  
Meals  
(pending final  
layout)

HALL  
W2

Expo

HALL  
W1

SOUTH  
LOBBY

FOOD HALL

CONCOURSE

NORTH LOBBY

BUSINESS CENTER

COX BUSINESS

CONCOURSE



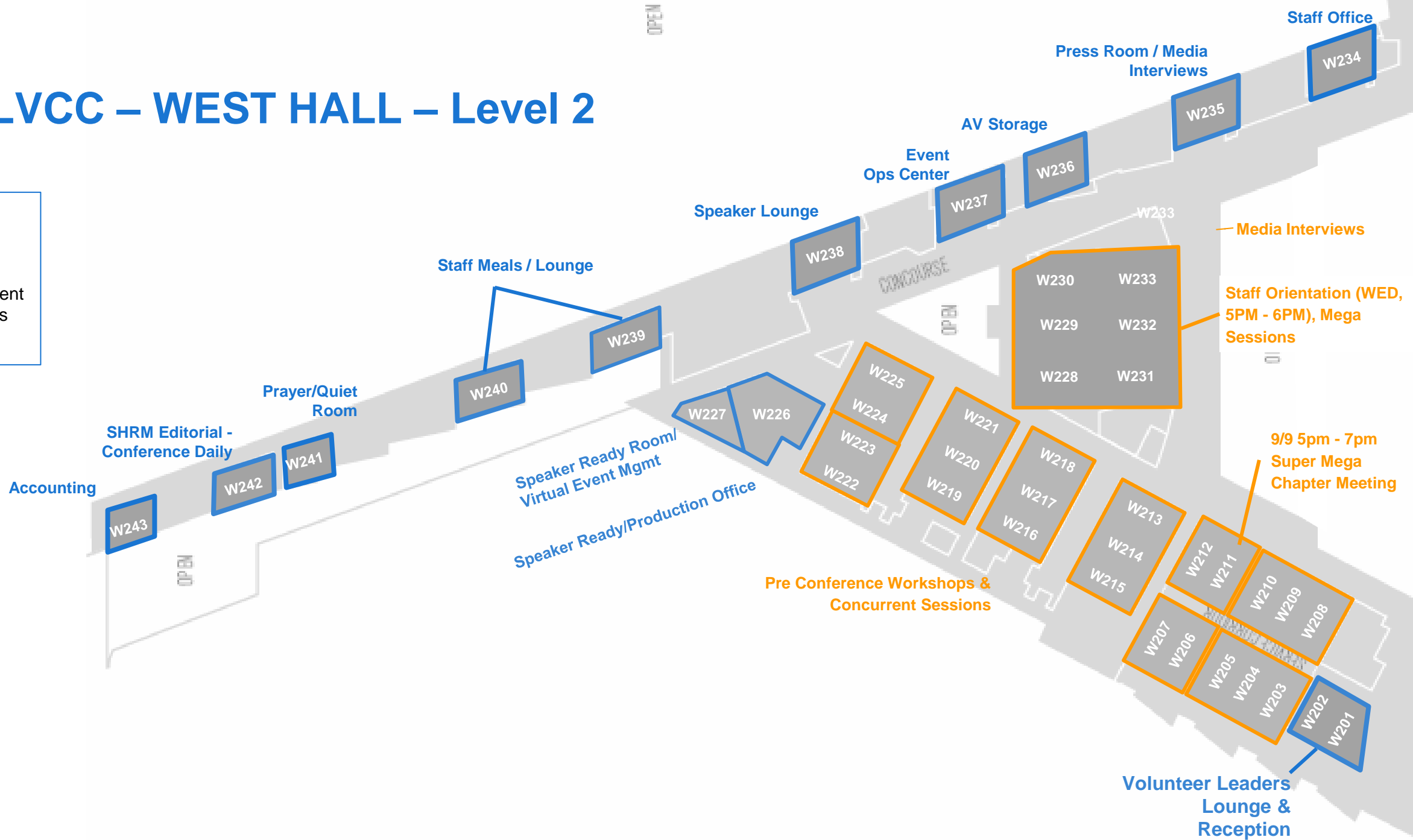


# LVCC – WEST HALL – Level 2

### Key

□ Ad Hoc

□ Concurrent Sessions



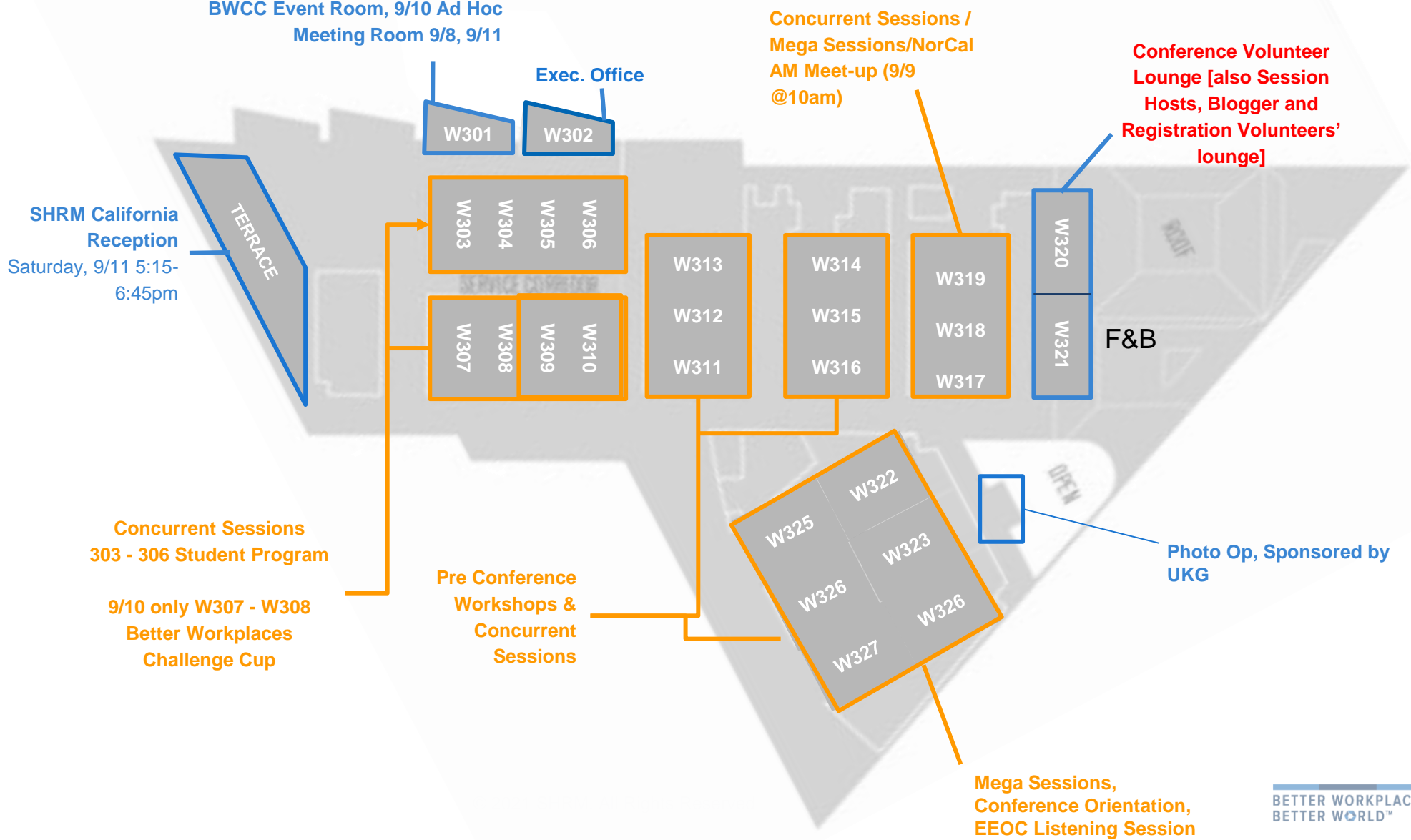


# LVCC – WEST HALL – Level 3

BWCC Event Room, 9/10 Ad Hoc  
Meeting Room 9/8, 9/11

**Key**

- Ad Hoc
- Concurrent Sessions





# Ambassador Escalation

- Look for a Zone Lead or Volunteer Team Lead we can help you with most solutions



# Questions?

## Contact Information

- Please email [shrm21.volunteer@freeman.com](mailto:shrm21.volunteer@freeman.com)

**Thank you for  
volunteering at  
SHRM21!**

