PRECISION TRAINING

FOR EXECUTIVE AND SENIOR-LEVEL ASSISTANTS

EA ignite

MAY 17-19, 2022
LAGUNA CLIFFS, CA
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▶ SPRING SCHEDULE AT-A-GLANCE

ENGAGE — TUESDAY, MAY 17, 2022

7:00am - 9:00am	Breakfast
9:00am - 10:00am	Keynote
10:00am - 10:30am	Break
10:30am - 12:30pm	Technology Masterclass
10:30am - 12:30pm	Leadership Masterclass
10:30am - 12:30pm	Project Management Masterclass
12:30pm - 1:30pm	Lunch
1:30pm - 2:30pm	Technology Session
1:30pm - 2:30pm	Leadership Session
1:30pm - 2:30pm	Project Management Session
2:30pm - 3:00pm	Break
3:00pm - 4:00pm	Technology Session
3:00pm - 4:00pm	Leadership Session
3:00pm - 4:00pm	Project Management Session
4:00pm - 4:15pm	Break
4:15pm - 5:00pm	Lightning Sessions
5:00pm - 6:30pm	Networking Reception

EVOLVE — WEDNESDAY, MAY 18, 2022

9:00am - 12:00pm	Technology Masterclass
9:00am - 12:00pm	Leadership Masterclass
9:00am - 12:00pm	Project Management Masterclass
10:00am - 10:30am	Break
12:00pm - 1:00pm	Lunch
1:00pm - 2:00pm	Technology Session
1:00pm - 2:00pm	Leadership Session
1:00pm - 2:00pm	Project Management Session
2:00pm - 2:30pm	Break
2:30pm - 3:30pm	Technology Session
2:30pm - 3:30pm	Leadership Session
2:30pm - 3:30pm	Project Management Session
3:30pm - 3:45pm	Break
3:45pm - 5:00pm	Hot Topic Presentation

REFLECT — THURSDAY, MAY 19, 2022

8:00am - 9:00am	Breakfast
8:30am - 9:30am	Technology Session
8:30am - 9:30am	Leadership Session
8:30am - 9:30am	Project Management Session
9:30am - 10:00am	Break
10:00am - 11:00am	Technology Session
10:00am - 11:00am	Leadership Session
10:00am - 11:00am	Project Management Session

3 FOCUSED TRACKS

LEADERSHIP | TECHNOLOGY | PROJECT MANAGEMENT

PART OF THE APC FAMILY:
Administrative Professionals CONFERENCE
ASAP AMERICAN SOCIETY OF ADMINISTRATIVE PROFESSIONALS

PRODUCED BY:
diversified COMMUNICATIONS