



## 2 Day Conference Outline Template

### DAY 1

| TIME    | ITEM                         |
|---------|------------------------------|
| 8.30am  | Interactive Events Session   |
| 9.15    | Presentation                 |
| 10.00   | Activity / Presentation      |
| 10.45   | Tea Break                    |
| 11.05   | Presentation                 |
| 11.50   | Activity / Presentation      |
| 12.30pm | Lunch                        |
| 1.15    | Interactive Events Energiser |
| 1.45    | Presentation                 |
| 2.30    | Activity / Presentation      |
| 3.15    | Afternoon Tea                |
| 3.30    | Interactive Events Energiser |
| 4.00    | Presentation                 |
| 4.45    | Activity / Presentation      |
| 5.30pm  | Finish                       |



## 2 Day Conference Outline Template

### DAY 2

| TIME       | ITEM                         |
|------------|------------------------------|
| 8.30am     | Review                       |
| 9.00       | Presentation                 |
| 9,45       | Activity / Presentation      |
| 10.30      | Tea Break                    |
| 10.50      | Interactive Events Session   |
| 11.20      | Presentation                 |
| 12.00 noon | Presentation                 |
| 12.30 pm   | Lunch                        |
| 1.15       | Presentation                 |
| 2.00       | Activity / Presentation      |
| 2.45       | Interactive Events Energiser |
| 3.15       | Afternoon Tea                |
| 3.30       | Activity / Presentation      |
| 4.15       | Activity / Presentation      |
| 5.00pm     | Review / Wrap Up             |