



WE18 GENERALFAQs

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REGISTRATION

GENERAL

Q: Where is registration located?

A: Main Level (Outside of Auditorium)

Minneapolis Convention Center

1301 2nd Avenue S.

Minneapolis, MN 55403

*Note that badges are not pre-printed, and will be picked up on site.

Q: What meal options are available at the conference?

Wednesday, 10/17:

- Dinner is available for SWE Committee Members from 6:00-7:30pm at the Hilton Minneapolis Hotel
- All registered attendees are welcome to attend the WE18 Ice Cream Social

Thursday, 10/18

Keynote Continental Breakfast is available to all registered attendees. There is no charge for this event.

Welcome Collegiate Luncheon – no charge for collegiate attendees, but attendance is limited for this sponsored event.

Participants will enjoy lunch while participating in activities provided by the sponsors. Professionals on own.

Hospitality Suites – for jobseekers, both collegiate and professional, or those visiting our sponsoring companies. A night of networking, and snacks/desserts provided by our sponsoring companies.

Friday, 10/19: \$

Optional: Awards Banquet – ticketed. Professionals \$85.00 or Collegiate attendees \$50.00

Saturday, 10/20

Celebrate SWE! Optional, dinner, \$80.00 Professionals or \$45.00 Collegians

NOTE THAT THE MINNESOTA CONVENTION CENTER WILL HAVE MANY COFFEE CARTS, CONCESSION STANDS AND SNACK BARS AVAILABLE.

Be sure to check out <http://www.skywaymyway.com/> for the many shops, food choices, and other offerings in Downtown Minneapolis

If you have special dietary needs, or just want to pick up some items, here are a few suggestions:

- The flagship Target is only minutes from the convention center at 900 Nicollet Mall, Minneapolis, MN. They have a huge variety of grocery items, as well as pharmacy, clothing, and anything else you may need.
- There is also a Whole Foods one mile from the center at 222 Hennepin St.
- If you are looking for a variety of gluten free restaurants, be sure to check out: <https://twincities.eater.com/maps/best-gluten-free-minneapolis-st-paul-twin-cities>

Q: Do you have phone re-charge area?

A: We will have special areas in the Spark Center and Social Media Lounge where attendees can re-charge devices.

Q: How do I request special meals?

A: You can sign up for special meals during the registration process. There will be choices for standard special meals including vegetarian/gluten free/dairy free/diabetic, etc. If you have any health problems that would require special attention, please contact conferencemanager@swe.org

Q: How do I get an invite letter?

A: If you register for the conference, our registration system will recognize you as a non-US attendee. There should be an automatic invite for you to download a standard invitation that you can use to obtain your visa.

Q: I am an accepted speaker. How do I get the speaker discount?

A: If you are an accepted as a WE18 presenter, you should have been sent the correct speaker code on your acceptance letter. If you did not receive it, contact conferencemanager@swe.org

Q: What services does the Minneapolis Convention Center have?

A: There are many services, including ATM machines, FedEx, Scooter Rental, permanent coffee and food stands. For details, visit <https://www.minneapolis.org/minneapolis-convention-center/>

How do I book my hotel room?

A: Refer to our housing section for exact booking instructions.

Note that you must register at the same time that you book your room.

Q: How far is my hotel from the Minneapolis Convention Center?

A: Visit the housing section for a hotel directional map. Many of the WE18 will be part of the Skyway system.

Q: What is the best way to get from the Airport to my hotel?

A: There are options on the SWE website. Visit the tab that reads "[GETTING TO MINNEAPOLIS](#)"

Q: Will you have luggage check at WE18?

A: We will have a spacious luggage check and coat check area during most hours at WE18.

Q: Will there be a mother's room?

A: There will be several mother's rooms available in Minneapolis. We will update the information as we have it.

Q: Will there be childcare?

A: Child Care will be provided by our vendor, KiddieCorp during conference days Thursday-Saturday from 8:00a.m. – 5:00pm. Stay tuned for the direct link of services.

Q: Where can I find a list of exhibitors?

A: Visit <http://we18.swe.org/exhibitors>

MEMBERSHIP

Q: I am unable to attend the SWE Conference this year due to conflicts at work but I have already registered, is there any way to get a refund on the registration?

A: Please reach out to the following for assistance:

Phone: 800.424.5249

Email: swe@experient-inc.com

Q: I recently purchased a joint NSBE/SWE Membership through NSBE but do not see that my SWE Membership has been created and I cannot register for the conference as a SWE Member. Please advise.

A: Once a month, we receive payment and a list of members who have renewed or joined as a Joint SWE/ NSBE Member through NSBE. Once we receive this list and payment from NSBE, your SWE Membership will be updated accordingly and you will be able to register for the WE18 Conference as a Member.

Q: I am a member of SWE but am only receiving the Non-Member rate when trying to register for the WE18 Conference. Please let me know how I can register as a Member.

A: All SWE Memberships coincide with our Fiscal Year which runs from 07/01-06/30. If you are receiving the Non-Member rate, it is because you have not yet renewed your SWE Membership for FY19. If you renew your SWE Membership online, you will then be provided the Member rate for the WE18 Conference.

Q: I purchased my joint membership through SHPE, NSBE or AISES, but I am not finding my membership number.

A: Your Member ID# can be found in the top right corner of your screen, under your name, after logging into www.swe.org

Q: Why am I being charged a non-member price for conference?

A: Confirm that you have renewed your SWE membership online. All SWE Memberships coincide with our Fiscal Year that runs from 07/01-06/30. If you are receiving the Non-Member rate, it is because you have not yet renewed your SWE Membership for FY19. If you renew your SWE Membership online, you will then be provided the Member rate for the WE18 Conference.

OUTREACH

Q: How do I register to volunteer for the annual outreach event?

A: Registration opens in April. Additional questions, email SWE Outreach at outreach@swe.org

EXHIBITING AT WE18

Visit <http://we18.swe.org/exhibitors/become-an-exhibitor/>

Booth selection: contact exhibitsmanager@swe.org

Q: How do I book a block of rooms?

A: Housing for Exhibitors will go live in mid-April. For immediate questions, please contact conferencemanager@swe.org

Q: When should I arrive?

A: Visit <http://we18.swe.org/exhibitors/become-an-exhibitor/>

Q: I would like to become a WE18 Sponsor. Who do I contact?

A: For immediate response, please contact strategicpartnerships@swe.org.