APComm 2018
NATIONAL CONFERENCE

from **Wednesday November 7th** to **Friday November 9th inclusive**

The Association of
Police Communicators

Thank you for agreeing to give a presentation at the APComm 2018 Conference. Attached you will find a pdf of the brochure and the agenda within it which will confirm the schedule and your presentation time. A printed copy will be provided on arrival. If you have any queries please contact Sandra Mason or myself (details below).

As you will know, the conference takes place at Belton Woods and the hotel can be visited on line: http://www.qhotels.co.uk/our-locations/belton-woods/

Your Presentation

If you propose using Powerpoint or other presentation programmes and the file size is such that it can be e-mailed please do so to:

steve@showtimepresentations.co.uk

AND

diggo@aol.com

and we will ensure it is loaded into the system ahead of your arrival.

If you have video embedded in the presentation either send a link to your file through 'we transfer' or send it to us on a CD or memory stick to:

APComm Conference
c/o Lindsay Duff
Conference & Events Business Development Manager
Belton Woods Hotel
Belton
Nr Grantham
Lincolnshire NG32 2LN

This will cut out a delay through me and Lindsay will give the file to Steve.

As a back-up, please bring the presentation with you on stick, disc or your own computer and we will load it into the system on the day.

Continued/...

Lincolnshire
POLICE
policing with **PRIDE**

Arrival by Road

There is ample car parking at Belton Woods and a map of road approaches can be downloaded from the address below.

The postal and sat-nav' address of Belton Woods is:

Belton, Grantham, Lincolnshire NG32 2LN

or visit the website at
http://www.qhotels.co.uk/our-locations/belton-woods/

Please note that when coming from the south use the 4th exit from the A1 for Grantham at Gonerby Moor (that's the first one when you're heading south). If you stick resolutely to your sat nav directions you might find it will take you through Grantham town centre and you wouldn't want to do that!

Arrival – by Rail

Grantham is on the main east coast line is the nearest rail station to Belton Woods Hotel. There is a frequent service to and from Kings Cross and stations from the north. Further details can be located at: https://www.lner.co.uk/. From the experience of running the national police communicator courses at the same location, we have attempted to pre-book taxis and the system has been very unreliable with drivers refusing to wait for delayed trains or not arriving at all. So, we would be grateful if you would arrange your own taxi on arrival from the rank at Grantham rail station. The distance from the station to Belton Woods is about 4 miles and can vary upwards from about 15 minutes depending on the time of day you are travelling and will cost about £10. We can arrange a pre-paid taxi back to the station from the hotel for you.

If you have travel or other expenses please make an invoice out to APComm and address them to me at Lincolnshire Police, Headquarters, PO Box 999, Lincoln LN5 7PH, send them to my email address or give me a copy during the conference and I will arrange for you to be reimbursed.

Many thanks for agreeing to contribute to our Conference.

Tony Diggins

Tony Diggins
Head of Communications and Public Affairs
Lincolnshire Police
07879 604001
tony.diggins@lincs.pnn.police.uk

Any booking and administration queries can be directed to:
sandra.mason@lincs.pnn.police.uk
01522 558163

TO ENCOURAGE AUDIENCE INTERACTION, WE WILL BE USING SLI.DO AT CONFERENCE!

sli.do

Thank you once again for agreeing to give a presentation to the 2018 APComm Conference. Following the very successful use of SLI.DO at previous conferences we are keen to ensure all delegates make use of this interactive platform even more this year.

Rather than asking delegates to complete a feedback form throughout the conference using the SLI.DO tool, towards the end of your presentation the delegates will be asked to complete a very short survey on their SLI.DO APP.

You can use SLI.DO as part of your input also!

If you feel it is appropriate and you wish to encourage interaction with the audience whilst you are giving your presentation, please take a moment to read the information below.

What is SLI.DO? [WEBSITE https://app.sli.do/]

SLI.DO is an APP and web based product that allows conference delegates to vote, comment and engage in a safe digital space alongside presentations and conferences.

Delegates have been asked to download the free APP for either their Apple or Android tablet or phone. Laptop users can join in also via the SLI.DO website (https://app.sli.do/). Wifi is available in the conference venue and it uses only a small amount of data for those using their mobile data.

SLI.DO instantly brings together the responses and comments of the audience and we will have a screen displaying the responses as you speak and if you wish, you can integrate the interactivity into your presentation.

SLI.DO allows delegates to pose questions and make comments and the audience can 'LIKE' specific comments or questions if they think it's important.

We will switch the screen on the stage to show the results from SLIDO and polls will appear direct on the screens of the delegates as well.

As a presenter, if you think the use of SLI.DO will add to your session you need to take a couple of actions before your presentation.

If you think it is appropriate to your subject, you may wish to include 'Live Polls' in your presentation. You can ask the audience to complete the poll whilst you are presenting, however it's good to generate a sense of urgency to help keep the energy of the conference high. Give them 90 seconds to complete the poll but warn them a couple of slides ahead to get ready to submit their responses. The results can appear immediately on the screen which will provide a live count of the number of responses.

You have two basic types of poll to use – traditional multiple choice or word cloud based.

Traditional Polls

Keep it simple – a maximum of 4 or 5 options – the results will be presented as a bar graph on the screen.

Example:

How did you travel to conference?

1. Car   2. Coach   3. Train   4. Helicopter   5. Tractor

Word Cloud

Word clouds are an ideal way of getting less structured responses. Basically, the more often the word is used in the response the bigger and stronger it appears in the cloud at the end of the poll. Best to give these a little longer as the user needs to type in a word or phrase into the APP on their mobile device.

Examples:

In a word – describe how you feel about your role
What was the reaction of your executive team when you last challenged them?

If you wish to use the SLI.DO facility, in addition to sending your full presentation as detailed elsewhere on this sheet, we need you to email your questions to police.media@me.com explaining your question and roughly when they will be used in the presentation. You should consider inserting a slide into any presentation marked – SLI.DO and your question.

IF YOU HAVE ANY QUERIES ABOUT SLI.DO PLEASE CALL DAVID BAILEY DIRECT ON 07960 168269 – OR E-MAIL HIM AT: police.media@me.com

Distance from

Lincoln	23 miles
Nottingham	28 miles
Grantham	2 miles

Transport

By Rail: Grantham	3 miles
By Air: East Midlands Airport	34 miles

Parking

350 complimentary spaces

Sat Nav Coordinates:
Latitude: 52.9432
Longitude: -0.6271

Helipad Coordinates:
397 52° 56.4N 00° 37.7W

Belton Woods is easy to find from the A1. Turn off at Gonerby Moor Services on the B1174 and follow the signs to Belton. Turn left on to the A607; the hotel is half a mile along on the left.