

2023 MCOA Fall Conference Housekeeping



Massachusetts
Councils On Aging

Things You Need to Know:

1. We are not producing a guidebook this year, and instead are using **the MCOA Conference App- Please be sure to download this App onto your phone *before the conference.*** Click [here](https://mcoaonline.com/2023-fall-conference/) to get the App on our website <https://mcoaonline.com/2023-fall-conference/>
2. The **MCOA Registration Desk** is located in the Living Room, and will be staffed:
Tues: 4:30pm to 6:30pm Wed: & Thurs: 8:00am to 5:00pm Fri: 8:00am to 11:00am
3. **Your name tag** contains the meals you have been registered for. ***You are required to have your name tag when attending meals,*** and for security reasons all participants, presenters, and exhibitors must wear a name tag. **At the end of your stay, please recycle your name tag holder by returning it to the Resolution Desk.**
4. The **MCOA Resolution Desk** is located in the Exhibitor Hall, adjacent to the Living Room, and will be staffed to resolve any issues you may have or address any special needs requirements.
5. **Please visit our sponsors and exhibitors**, in the North Shore Exhibit Hall! Be sure to collect their signatures on the Prize Giveaway cards in your Welcome Bags to be entered into the two drawings to **WIN "Get Away Weekends" at the Sea Crest Resort, and the Doubletree by Hilton North Shore.** Drop your completed cards in the designated boxes at the *Resolution Desk, inside the Exhibit Hall*, by 6:30pm on Wednesday, 10/11 and 5pm on Thursday, 10/12.
6. **Meals:** Wednesday, Thursday, and Friday breakfast and buffet luncheons will be served in the Grand Ballroom. Refreshment breaks will be served in the North Shore Exhibit Hall. Wednesday evening's networking event will be in the Grand Ballroom and Thursday evening's networking event and entertainment will be in the Living Room. **Remember, you are required to show your name badge for all meals.**
7. Please be sure to complete the **Workshop Evaluation Surveys on the MCOA Conference App for each workshop you attend.** Limited paper copies will be available for people who are unable to use the App. Please hand them in at the Resolution Desk in the North Shore Exhibit Hall.
8. **CEUs, CAs and CECs.** The cost for CEUs is \$20 for Social Workers, and \$10 for CECs and Certificates of Attendance (CAs). If you did not pre-register for CEUs, you can sign up at the Resolution Desk. **If you have registered for CEUs, you will be provided with a code from the workshop presenter to enter into the App at the completion of the workshop.** You must use the provided codes for each CEU-eligible workshop. For those attending the workshop ***without using*** the MCOA Conference App, you must obtain the workshop presenter's signature on the CEU form you can obtain at the **Resolution Desk**. Once signed by the presenter, submit the form to the **Resolution Desk** or mail to MCOA. For MCOA-Certified Directors and Program Managers, a CEC form and instructions are available at the Resolution Desk to track your attendance. All workshops at this conference are eligible for continuing education credits for certified staff.

9. Contact the hotel registration desk directly for any questions or concerns about your lodgings.