



Executive Summary

Attendee Name	
Attendee Title	
Department	
Conference Summary	SCOPE Supply Chain Conference is the leading executive level conference for the supply chain industry, in the US. A unique program designed for collaboration and networking with the world's leading supply chain executives and solution providers, all in one place at one time.
Conference URL	www.scopespring.com

Goals Met

Identify specifically what was brought back to the organization relevant to your business goals as payback for conference investment.

1	
2	
3	

Cost Summary

	Budget	Actual
Conference Fee	\$0.00	\$0.00
Airfare	\$	\$
Transportation	\$5.00- \$64.00	\$0.00
Hotel	\$199.00	\$0.00
Meals	\$0.00	\$0.00
Total	\$	\$

Education Program ROI

Session Title	
Session Presenter	
Session Summary	
Major Takeaways	
Estimated Impact/ Action Items	
Session Title	
Session Presenter	
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Session Presenter	
Session Summary	
Major Takeaways	
Estimated Impact/ Action Items	

Business Relationships

Include contact information for all presenters, exhibitors and attendees that would be useful for your company to contact post-event to address your business priorities.

Name		Contact Details	
Description			
Name		Contact Details	
Description			
Name		Contact Details	
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Description			

Exhibitor ROI

List vendor solutions that you researched onsite for post event follow-up that align with business priorities.

Exhibitor Name			
Solution of Interest			
Name		Contact Details	
Notes			
Exhibitor Name			
Solution of Interest			
Name		Contact Details	
Notes			
Exhibitor Name			
Solution of Interest			
Name		Contact Details	
Notes			
Exhibitor Name			
Solution of Interest			
Name		Contact Details	
Notes			
Exhibitor Name			
Solution of Interest			
Name		Contact Details	
Notes			

Summary

Outline additional details on the ROI value to you and your company. In your summary, we suggest offering to train others on what you learned and include the date/time of your planned briefing in the space below.
