Trip Report

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| **Attendee Name** |  |
| **Conference Summary** |  |
| **Dates** | October 17-19, 2017 |
| **Conference URL** | Horizons.Planview.com |
| **Top 3 Goals Met  and/or Takeaways** |  |
| **Cost Summary** | Registration  Airfare  Hotel  Meals  Transportation |
| **Session Types Attended** | Workshop  Training  General/Keynote Sessions  Breakout Tracks  Meet The Experts  Networking Events |

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| Session Summaries *(Copy and paste table for each session attended)* | |
| **Session Title** |  |
| **Session Presenter/Company** |  |
| **Summary** |  |
| **Top 3 Takeaways** |  |
| **Actions Identified** |  |

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| Meet the Expert Summary *(Copy and paste table for each MTE attended)* | |
| **Planview Expert** |  |
| **Topic** |  |
| **Discussed** |  |
| **Goals Met** |  |
| **Actions Identified** |  |

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| New Contacts from Networking *(Copy and paste table for each new contact made)* | |
| **Name** |  |
| **Company** |  |
| **Contact Information** |  |
| **Significance of Contact** |  |
| **Summary of Interaction** |  |

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| Overall Conference Summary |
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| Considerations for 2018 Attendance |
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