



2022 I/ITSEC Media Guidelines

The National Training and Simulation Association (NTSA) welcomes **professional media coverage** of the Interservice/Industry Training, Simulation and Education Conference 2022 (I/ITSEC).

ELIGIBILITY

*****PLEASE READ CAREFULLY*****

NTSA grants complimentary media registration to journalists working for fully-fledged news organizations. NTSA regrets that media registration at I/ITSEC cannot be offered to anyone who is not a working journalist, including: individuals writing for publications used to market or advertise; social media influencers; bloggers; podcasters; private content creators, advertisers, marketers, business development or operations executives, publishers, analysts, consultants, public relations personnel and anyone who is not an accredited, working journalist.

All media registration requests are reviewed before credentials are issued. NTSA requires proof of employment to ensure only qualified media receive press access to I/ITSEC. Qualified media are those journalists who work for a fully-fledged news organization. Proof of employment includes press passes, business cards, letters of verification, a copy of or link to published work, and a masthead with the media member's name.

Freelance media must provide a letter or email from the outlet they are representing or, if working independently, a statement of editorial work.

Anyone found registered fraudulently as media will have their access revoked and will need to register as a paid participant to take part in I/ITSEC.

BADGE & MEDIA GUIDELINES PICKUP

All registered media can pick up badges at the designated booth upon entry at the Registration area at the Orange County Convention Center or at the Satellite Desk in the Hyatt Hotel lobby.

SECURITY

When entering the Orange County Convention Center (OCCC), security personnel may conduct a thorough but speedy hand-check of all bags and containers. Please allow time for this search upon your arrival each day. NTSA is not liable for the actions of or statements from I/ITSEC participants during the conference. Event officials will remove inappropriate content from the website, including questions, chats and comments. They will disable accounts deemed responsible for such content or behavior. Any content that suggests direct threats or physical harm will be deleted and the posters will face consequences, to include charges where appropriate.

ACCESS

You will receive access as a media participant in I/ITSEC. Except for the Awards Banquet, the event's scheduled sessions are on the record and open to media. Organizers may close a previously open portion of a program at their discretion; they will communicate these changes to media and attendees. Please see the agenda for sessions that are open to media with restrictions or closed to media.

WORKSPACES

The Press/Public Affairs Room is 207AB at the OCCC. It is open from 8 a.m. to 6 p.m. EDT on Monday, Tuesday and Wednesday, and 8 a.m. to 1 p.m. EDT Thursday. Only registered journalists, government public affairs officials and NTSA or NDIA communications staff may work in this room. You also are welcome to work anywhere in the convention center. Vendors may leave

media kits, press releases and other materials in the media room. Free Wifi is available at the OCCC, and no code is needed. Please consider having backup Wifi for your use in case of issues with availability or connectedness.

YOUR COVERAGE

Recording

Media may record audio or video of open conference sessions only for personal and individual use. Recordings may not be disseminated, posted online or rebroadcast in any format.

PLEASE NOTE: It is best to ask before photographing anyone in a military uniform to avoid violating the conference's military personnel photo and video restrictions.

- For U.S. military personnel in the ranks of (O-4) major and (E-8) master sergeant and below: Take video or photos from the side to avoid both eyes and the bridge of the nose. Cutlines cannot use full names.
- For U.S. military personnel in the ranks of (O-5) lieutenant colonel and (E-9) sergeant major and above: There are no photo or video restrictions for these special operations personnel.
- For personnel of the military forces of partner nations: Media must request permission to take a video or photo before capturing their images.

Photography is allowed in open sessions with permission from presenters – this will be announced at opening of each session. Video and audio recording is not approved – we do not allow any video or audio in meeting rooms and content from sessions may not be rebroadcast.

In the exhibit hall, no organization or individual can use photos, video and audio to inadvertently or purposely show government or industry endorsement for anything other than the event in which they are participating. Exhibiting organizations or companies must grant permission and/or releases to any media that will photograph or record them in audio or video. Neighboring companies or exhibits cannot be included without their permission.

Other

Media may not use the event or government logos. Please use I/ITSEC, or I/ITSEC 2022 in your reporting. The Twitter hashtag is #ITSEC.

CONTACTS

Government Public Affairs Office can facilitate interviews with government speakers. NTSA will assist with requests for interviews with the association's officials.

NTSA Media Registration

To register as media, contact Carol Dwyer, Associate Director, Member Services at CDwyer@NTSA.org.

Marketing & Communications

For information, contact Habiba Hamid, Director, Public Affairs & Communications at HHamid@NDIA.org | (703) 247-2544

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