



2 – 6 December | Orlando, FL

I/ITSEC 2024

The World's Largest Modeling, Simulation & Training Event



I/ITSEC 2024 Media Guidelines

The National Training and Simulation Association (NTSA) welcomes professional media coverage of the Interservice/Industry Training, Simulation and Education Conference 2024 (I/ITSEC).

Registration

All media, including print, broadcast, radio, photojournalists, and videographers must register prior to attending the symposium. See below for registration information.

All media registration requests are reviewed before credentials are issued. Credentials may be revoked at the discretion of NTSA.

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.

NTSA can refuse to issue a media pass for any individual. Advertising, marketing, business development, business operations, public relations personnel, social media influencers; bloggers; podcasters; private content creators, publishers, analysts, consultants, and anyone who is not an accredited, working journalist may not register as media.

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, South Concourse or at the Registration Desk in the Hyatt Regency Hotel lobby.

Security

When entering the Orange County Convention Center (OCCC), security personnel may conduct a 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.

All speakers, guests, and staff have the right to decline media interview or discussion requests.

Media must wear credentials at all times and identify themselves as a journalist before speaking with symposium guests or speakers about an interview.

Photography and filming are prohibited outside of open sessions and exhibits. Live streaming is not authorized without the express, written permission of the presenter and NTSA.

Coordinate interview requests and interview rooms with Media Room personnel. Media Room will be located in OCCC, South Concourse, Room 210E.

Access

You will receive access as a media participant in I/ITSEC. With the exception of the Awards Banquet, the event's scheduled sessions are on the record and open to the 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 Media Room is 210E at the OCCC. It is open from 8:00 am – 6:00 pm ET on Monday, Tuesday, and Wednesday, and 8:00 am – 1:00 pm ET on 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.

Current exhibitors 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 without express, written permission granted by NTSA.

Social sharing from an open session or in a common area is authorized. This does not include the exhibit hall where no open filming is allowed unless the exhibitor expressly consents. We encourage press to use #IITSEC when posting social media.

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 videos or photos before capturing their images. Photography is allowed in open sessions with permission from presenters – this will be announced at the opening of each session. Video and audio recording is not approved without the express, written permission of NTSA. We do not allow any video or audio in meeting rooms and content from sessions to be broadcast without the express, written permission of NTSA.

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 2024 in your reporting. Use hashtag #IITSEC on X, LinkedIn, Facebook and Instagram.

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 Caitlyn Langelier, Associate Director, Meetings & Operations at celangelier@NTSA.org

Press Relations

For press inquiries, contact Rachel Sutherland, Director of PR & Communications at rsutherland@NDIA.org | (703) 247-2591

Air Force

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Marine Corps

Vito Bryant, PM TRASYS vito.bryant.ctr@usmc.mil | c: (915) 383-6243

Space Force

TBD