

Conference agenda — [Event name]

Time	Session	Speaker	Room
08:30	Registration and coffee		Foyer
09:15	Welcome		Main hall
09:30	Keynote		Main hall
10:15	Panel		Main hall
11:00	Break		
11:20	Breakouts		Rooms 1–3
12:30	Lunch		
13:30	Workshops		Rooms 1–3
15:00	Break		
15:20	Case studies		Main hall
16:20	Closing keynote		Main hall
17:00	Reception		

Replace the placeholders with your programme.