

Logistical Information:

Registration: It is very important that you get to the Thomas Center by 7:30 a.m. on the first day of the workshop since you will have to register and pick up your participant packet before our first session begins at 8 a.m. **We will begin the Workshop at 8 a.m. sharp on Tuesday** (and all the days after), and it is very important that everyone is seated and ready to go on time. Thank you in advance for your promptness!

Food: For all participants: continental breakfast, lunch, and snacks will be provided as well as 2 evening light dinners (on Tuesday and Thursday evenings). The Thomas Center will make accommodations for most dietary restrictions or preferences. **Please let us know if there are special dietary requirements** and we will ensure appropriate accommodations are made.

Computer access: Our conference space will have networked computers with printers in each small group room. In addition, there will be 8 networked workstations in **a computer classroom**. These will be available for participant use throughout the conference.

Personal Laptops: Guest overnight rooms at the Thomas Center are equipped with direct, wired Internet access. In addition, the conference, including our classroom space, is on Duke's wireless network. **If you choose to bring a laptop with wireless capabilities (standard wireless card 802.11b), there will be IT support to help you access the wireless network. All laptops should be running Windows 2000 or Windows XP. The network card settings should allow for IP addressing to be handled automatically. (Please note that certain software firewalls could prevent access to the wireless network from personal laptops.) You should contact your IT support at home to be sure you know how to restore your network configuration for when you return home.**

Getting to Durham: The Raleigh-Durham International Airport (RDU) is 20 minutes from the Duke Campus.

Getting to the Conference Center: From RDU, taxi or car service can be utilized to take you directly to the Thomas Center on the Duke Campus. Cost of taxi one-way between RDU and the Thomas Center is approximately \$35-40. Possible contacts include: RDU Airport Taxi -- 919-840-7277. A number of companies offer individual and group transportation to and from RDU on a pre-arranged basis. Contacts used in the past include: Gold Coach -- 919-471-9000 (ask for Mickey), Prime Time -- 919-387-9585, and Carolina Livery at 919-957-1111 or carvanbus@aol.com. The Thomas Center also recommends an independent cabbie, Sayed, who can be reached at 919-491-4333. Please schedule all arrival transportation directly with the vendor.

International Guests: Make sure that you have all traveling documents required (passport or visa) before making your journey to Durham. All international travelers, including our Canadian neighbors, will be required to have passport or official identification as required for entry into the United States. Given the current state of heightened security, we strongly suggest that participants confirm required travel documents with their airline or airport authority.

Parking: Parking Passes will be provided as needed. Please display this parking pass on your windshield while parking in the designated Thomas Center Lot to avoid ticketing. All participants and faculty should park in the Thomas Center Lot. Directions to our classroom space will be clearly marked.

Local Weather: Durham in the spring is generally warm and pleasant ☀ with average weather statistics listed below:

Average High	Average Low		Average Rain per month
March/April	72° F/ 22° C	46° F/ 8° C	2.59 inches

Dress for the Conference: All course sessions and social events are informal, therefore conference dress is **casual**. Some participants prefer Business Casual dress, however as there is no direct patient contact, comfortable casual clothes are appropriate and welcome (jeans, shorts, sweats). A light jacket or sweater is generally all that is required for the evening. Day temperatures are usually warm and sunny.

Recreational and Exercise Facilities: Thomas Center has a gym available for participants staying at the Center. In addition, our conference takes place on the Duke campus with close and easy access to the Duke Cross Country running trail through the beautiful Duke Forest. This is a very popular trail for runners and those interested in a beautiful, but challenging outside walk. The Sarah B. Duke Gardens are also nearby on campus.