#### **CONFERENCE ESSENTIALS**

Many thanks in advance for reviewing the rules for campus (there are a few)!

There is no conference parking on campus. Visitors parked in faculty/staff spaces will be ticketed. If you are parked at the College, please park at Springfield Mall and take the shuttle back to campus. Shuttles run all day until 5:45 pm. Directions to the mall are at the registration desk.

- No refreshments in the auditorium.
- No smoking in buildings or within 25 feet of entrances.
- No cell phones or videos in sessions; please turn your cell phones off.
- No sitting in the aisles for safety reasons.
- Avoid using flashing lights or pens that will distract your neighbors.
- Enter through upper doors once presentations have begun.

# Here's where you will find

## **Public Phones**

- In Lang Performing Arts Center (LPAC) lobby, west side.
- In Kohlberg Hall, across the plaza from LPAC, turn right, on your left at the corner.

**Restrooms** – There are many nearby; please don't stand in line:

- In LPAC in addition to the main restrooms in the lobby, try downstairs following the signs.
- In Kohlberg across the plaza enter off the plaza turn right, on your right.
- All academic buildings have restrooms.

Money – An ATM machine is in Kohlberg Hall Coffee Bar – across the plaza from LPAC.

**Lunch** – In good weather, we suggest eating outside in the Scott Outdoor Amphitheater. In the event of rain, please refer to the map that highlights indoor lunch locations.

#### **OTHER INFORMATION**

**Hearing Aids** – At the registration desk, hearing assisted devices are available and may be checked out by leaving an identification card with registration desk attendants.

**Credits** – Credits can only be administered at the <u>end</u> of the conference.

#### Sustainability

We urge you to recycle any recyclable materials included with your lunch – receptacles are provided on the College campus. The brochure was printed on FSC (Forest Stewardship Council) approved paper. To learn more visit www.fsc.org.

# Safety and Security

Swarthmore College Public Safety Officers may be contacted at 610-328-8000 or extension 8000 from a campus phone. In case of emergency, dial 610-328-8333 or extension 8333 from a campus phone.

#### **Evaluation**

We want to hear your comments on today's conference! If we have your email address, an email will be sent to you with a link to an online evaluation. If we don't have your email, please provide it to someone at the front desk. Thank you!

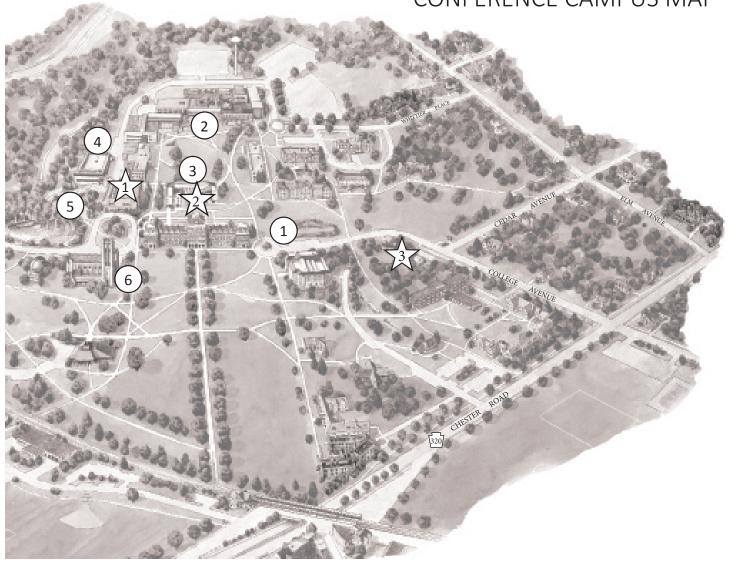
# Reception (a.k.a. Happy Hour)

If you have pre-registered for the reception, you will have a red symbol on your name tag – this is your ticket into the reception so please be sure to keep your name tag on.



# THE SCOTT ARBORETUM OF SWARTHMORE COLLEGE

CONFERENCE CAMPUS MAP



# CAMPUS MAP KEY



LPAC (Lang Performing Arts Center)-Main Conference Building



Cosby Courtyard Reception Location



Scott Arboretum Offices

- Rose Garden Circle Shuttle Drop Off/Pick Up
- Science Center-Restrooms/Indoor Lunch Space
- Kohlberg Hall- Restrooms/Indoor Lunch Space
- Lang Music Building- Restrooms/Indoor Lunch Space
- Scott Outdoor Amphitheater- Outdoor Lunch Space
- Clothier Hall- Restrooms/Indoor Lunch Space