



Capital District's 25th Anniversary Celebration of NATIONAL ENGINEERS WEEK

February 17 & 18, 2005– Albany Marriott, Wolf Road, Colonie, NY

Due by
November 5th
*(for Continuing
Education Credit
Evaluation)*

Training Provider Registration Form

Name: _____

Organization: _____

Address: _____

Telephone: _____ Fax: _____ E-mail: _____

Topic: _____

Target Audience: _____ Presentation Duration (minutes): _____

Purpose/objective: _____

Instructor's Qualifications: _____

Please attach **Lesson Plan** (Outline of Presentation), the **Instructor's Resume** & any course materials.

For NYS continuing education credit an assessment of learning is required, such as a Q & A session.

Will there be a Q & A session? Y / N If no, please include a description with your outline.

<input type="checkbox"/> Program	Buildings <input type="checkbox"/>	Civil <input type="checkbox"/>	Chemical <input type="checkbox"/>	Electrical <input type="checkbox"/>	Environmental <input type="checkbox"/>
Area: <input type="checkbox"/>	Geotechnical <input type="checkbox"/>	Mechanical <input type="checkbox"/>	Structural <input type="checkbox"/>	Transportation <input type="checkbox"/>	Other <input type="checkbox"/>

Other: _____

A/V Equipment: Each room will have a **Screen, Podium, and Microphone**. To the maximum extent possible we shall coordinate the use of equipment for each track or session. Most people are using LCD projectors and laptops. Ideally all presentations will be submitted to the respective session moderator **beforehand** for loading and testing with the equipment.

Do you plan to use a LCD projector? **Yes** / **No**

Can you bring a laptop and/or projector for the entire morning or afternoon session? **Yes** / **No**

If other A/V equipment is needed, your responsible for additional charges: contact the Marriott 518-458-8444

Please submit this form with supporting materials to:
Salvatore Bono, PE, E-Week Program Chair: Eweek@sbde.com

or

by mail to:

Capital District's 25th Anniversary Engineers Week
C/o NYSSPE, 385 Jordan Rd., Troy, NY 12180

For questions about continuing education credits:

Larry O'Connor, Continuing Education Chair: oconnor@thruway.state.ny.us

For general info about Engineers Week contact:

Jack Healy, 2005 E-Week Chair: jhealy@ryanbiggs.com