

**Master of Project Management Program (MPM)
Project Management Community of Practice Conference Information
August 18 & 19, 2009**

1. Venue	Sam and Irene Black School of Business Penn State Erie, The Behrend College Research and Economic Development Center (REDC) 5101 Jordan Road Erie, PA 16563 (814) 898-6560
2. Conference Registration Fee is \$350.00 (U.S. Dollars)	<p>Project Management Students: http://soar.outreach.psu.edu/cgi-bin/WebObjects/SOAR.woa/wa/campusRegister?productId=200809SU342450</p> <p>Rolls Royce Project Management Students: Contact Wendy L. Abbott at Rolls-Royce.</p> <p>The reservation deadline is July 25, 2009.</p>
3. Hotel Accommodations	<p>We have a block of rooms reserved at a discounted price of \$104.00 plus taxes. Students and corporate guests must reserve their own rooms. Hotel reservations must be made by 7/23/09 to guarantee the \$104.00 discounted rate. Reservations made after 7/23/09 will be based on availability and charged at the hotel's going rate. A 72-hour cancellation policy is in effect for individual rooms.</p> <p>Ask for: Group Code – G2988 Penn State Behrend Group</p> <p><u>Hotel Information:</u> Courtyard by Marriott 7792 Peach Street Erie, PA 16509 (814) 860-8300 http://www.marriott.com/hotels/travel/ericy-courtyard-erie/</p>
4. Arrival into Erie	Arrangements must be made with the Marriott, when you reserve your room, for a free shuttle to pick you up at the airport (Erie International Airport – Tom Ridge Field) and transport you to the hotel. A taxi can also be obtained upon leaving the airport. There is <u>no need</u> to rent a car. We will provide bus transportation (see below).
5. Transportation between hotel and campus	We will provide bus transportation to take you to and from the hotel. Driving your own car? All parking is complimentary for overnight guests at the hotel.
6. Dress Code	Business casual
7. Networking Dinner	Mandatory for NEW students, optional for returning students.

8. Internet Access	<p>Students who wish to connect to Behrend's Wireless Network must install a Cisco Systems Virtual Private Network (VPN) client onto their personal laptop. Use of a VPN client ensures network security and accountability and is a requirement of the University. Users can visit http://www.work.psu.edu/access/vpn for a free download. Once installed, VPN users will find a variety of network connection options listed. Please choose "ITS Wireless at Behrend". When prompted, enter your PSU Access Account User ID and Password. Upon completion of a successful connection attempt, a "locked padlock" icon will appear near the clock at the bottom right of your screen.</p> <p>Connected laptops have full access to all Internet resources. When finished using the Wireless Network, double-click the locked padlock icon and then click the "disconnect" button". Please contact Janet (see #12) for further information.</p>
9. Books	<p>Books should be purchased on your own in advance at http://www.mbsdirect.net/ and brought with you to the conference.</p>
10. Special Needs	<p>Anyone needing special accommodations (dietary restrictions, mobility access, sight or hearing considerations) should advise Janet (see #12). We will try our best to accommodate everyone.</p>
11. Emergency Contact	<p>After business hours (5:00 p.m.) please call Police and Safety Services (814) 898-6101.</p>
12. Conference Contacts	<p>Janet Cipriani, Staff Assistant (814) 898-6560 jmc60@psu.edu Jeanette Case, Staff Assistant (814)898-6200 jtc9@psu.edu</p>