



Dear delegate,

Thanks for registering for the 17th National Outdoor Education Conference. Your participation will help it to be an eventful conference - the program is jam packed with loads of interesting presentations, workshops, activities and social gatherings. We hope that you find it engaging and challenging.

Your satchel will have detailed maps, but in the meantime access the map of the University of Canberra at www.canberra.edu.au/university/maps to get your bearings and find Building 2 where the conference sessions will be held. Parking is free on campus and is marked on this map as well.

Registration desk:

On Sunday 15th January, we'll have conference volunteers at a temporary registration desk at the on-site accommodation (UC Village - Globo) from 5.00-10.00pm.

When you arrive on Monday 16th January, please check in at the Registration Desk on Level B of Building 2 (the main conference space) & collect your delegate satchel.

On Monday, Tuesday and Wednesday the registration desk will be located on level B of Building 2 and will be open between 8am – 5.30pm each day.

The Welcome BBQ will be held near this temporary rego desk at the Campus Village for those who have paid for tickets (\$36pp incl alcoholic & alcoholic drinks).

The Monday night Lakeside picnic has been changed to a Garden picnic and will be held in shady gardens at the conference venue, (\$20pp incl non-alcoholic drinks).

The Conference Dinner will be held on Campus (\$85pp incl canapés, two-course sit down meal, drinks, games and fun).

Purchase evening meal tickets & maximise your social experience: These are relaxed social occasions & perfect for networking or just chilling out in the evening summer air. They are not included in the main registration costs and for catering purposes need to be purchased prior to the conference. If not done already, you can purchase them through the online registration system by 14th January (opt for the “purchasing optional items only” payment category and go from there) or order via email to noec@actoea.org.au and pay by EFT/cheque - we'll email you an invoice.

Additional tickets for any of the evening meals or outdoor activities may be added to your online registration if done by 14th January (opt for the “purchasing optional items only” payment category and go from there) or ordered via email to noec@actoea.org.au if paying by EFT/cheque and we'll email you an invoice). There are a number of ATMs on campus if needed during the conference.

Official Volunteers: Thanks to those who've volunteered to help out - Laura Marshall will be coordinating the Official Volunteers (0415 603 965; lauram@outwardbound.org.au). Laura will be in contact with you a week before the conference about what to expect.

Trade show: Trade sponsors will have tables set up in the Level B foyer of Building 2, so please say hello and see what they have to offer.

- On display you will find:
 - o gear suppliers with the latest equipment for your program as well as staff/personal use,
 - o training providers covering Wilderness First Aid, technical training, and
 - o other service providers & suppliers.

On-site accommodation @ UC Village (Globo): If you have booked this,

- your contact person will be David Russell (0414 790 401) – he has the room keys & the allocation list, so he's worth finding as soon as you arrive
- David will be at the accommodation all day on Sunday
- each room will have bedding, towel and toiletries
- if you require a kettle, toaster, crockery or cutlery – please email your needs to noec@actoea.org.au and ask David (he'll have a stash available for your use). Otherwise feel free to BYO kitchen items.

Additional conference activities: If you have booked one or more of the pre-conference activities or the night mountain bike ride, then you will be keen to access the additional info on the conference website www.actoea.org.au/conference. Please take note of the Trip Info Sheets, Medical Form & any other information specific to the activity you've signed up for.

Purchasing evening meals during the conference – Please order in advance by emailing me at noec@actoea.org.au as the caterers need advance notice. You will need to pay by EFT, cash or cheque before the 14th January, so let me know as early as possible.

Delegate satchels will include:

- instructions for temporary internet access whilst at the conference
- notepad and pen
- lanyard and name tag (with evening meal tickets if purchased)
- promotional material from some of our generous sponsors
- information about the Fred Hollows Foundation
- maps of the venue and surrounding areas for walking, running and cycling

BYO drink bottle, sunhat and enthusiasm.
A sense of enquiry is essential.

Conference Program: To help reduce the single-use paper in your satchels, we ask that you download the program from our website onto your electronic device or print off just what you need for the conference. We'll have master sheets available for you to check, as well as temporary WiFi access for so you can download program info as you need to on the day.

Venue facilities:

- Variety of ATMs and a real bank (CBA)
- News Agency
- Post Office
- Hairdresser
- Co-op Bookshop

We look forward to working with you at the 17th National Outdoor Education Conference in January.

Cheers and Merry Christmas!

Kathy Mann

16th December, 2011

www.actoea.org.au/conference


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www.outdooreducationaustralia.org.au

Event Convener on behalf of the Planning Group
17th National Outdoor Education Conference

ACT Outdoor Education Association, PO Box 98, Belconnen ACT 2616

 Please consider the environment before printing this
1 ream of paper = 6% of a tree and 5.4kg CO2 in the atmosphere
3 sheets of A4 paper = 1 litre of water

Conference Hosts:



Satchel Sponsor:



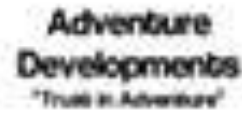
Venue Sponsor:



Dinner Sponsors:



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Pathways Health & Research Centre

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Charity: Proudly supporting The Fred Hollows Foundation