

FREQUENTLY ASKED QUESTIONS ABOUT NELA'S PAPERLESS CLE PROGRAMS

In keeping with our 2008 resolution to "be greener," NELA's seminars and Annual Convention are going "paperless." Registered participants will be able to access the written materials online before, during and after the program. This paperless format enables you to access the CLE materials whether you are in the office or on travel. It also allows you to review the written material prior to the program in order to maximize your learning experience.



BEFORE THE CLE PROGRAM

How will I receive my registration confirmation and communications about NELA's CLE programs?

All communications regarding NELA's CLE programs, including your registration confirmation, will be sent to the e-mail address you provided on your registration form. If you do not have an e-mail address, this information will be sent to you by facsimile.

After my registration is confirmed, what materials will I receive and when will I receive them?

Prior to the program, registered participants will receive an e-mail announcing when the CLE program's written materials will be available for download and how to access them. You may print out the materials in advance at your convenience. The CLE materials will be available for download on a specific date well in advance of the program.



AT THE CLE PROGRAM

Will there be hard copies of the written materials at the program?

No. Although a CD-ROM of the program materials will be provided on-site in your registration packet, "going green" means we will not be printing the CLE materials submitted by the presenters. Participants are strongly encouraged to download the materials prior to the program and bring it along. We also recommend bringing a note pad to take notes.

What if I forget my paper copies?

You may print the materials at the hotel's business center, which will allow you to access the Internet and print files for a fee.

How will I be able to access the written materials at the program?

If you bring a laptop computer, you will be able to access the written materials on CD-ROM. You may also login to the original download site if you have Internet access.

Will the meeting rooms have Internet service?

No. The meeting rooms will not be set up for participants to access to the Internet. Wireless high-speed Internet access is available for a fee in all guest rooms and in designated areas of the hotel. The CD-ROM provided in your registration packet allows you full access to the written materials without using an Internet connection.

Will the meeting rooms have power if I bring a laptop?

Yes. Meeting rooms will be "powered up" for your convenience – power strips will be available throughout the meeting room at designated tables.



AFTER THE CLE PROGRAM

Will the written materials be available online after the program?

Yes, the written materials (including any updates and late submissions) will be available to program participants online for a limited time. This provides you continued access to the program's written materials after you return to your office.