



General Information

- **Audio Recording of Session**
 - All sessions will be recorded.
 - Audio recordings will be available on the RIC Web site after the conclusion of the conference.

- **Unanswered Questions** – Questions that are not answered during the conference sessions will be posted along with the answers on the RIC Web site after the conclusion of the conference.



General Information (continued)

- **Presentation Materials** – All electronic presentation materials will be posted on the RIC Web site after the conclusion of the conference.

- **Evaluations** – Your feedback is valuable to us. Please provide your comments via the Session Evaluation Form or e-mail them directly to RICHelpDesk@nrc.gov.



Housekeeping Notes

- **Badges and Identification**
 - Visibly display your name badge throughout the conference.
 - Do not lend or give your badge to anyone.
 - At the conclusion of the conference, place your badge in the badge deposit boxes located at the exits.

- **Meeting Start Time** – Arrive a few minutes before the session start time to ensure the meeting can begin promptly.



Housekeeping Notes (continued)

- **Cell Phones, PDAs, and Electronic Devices** – Turn off or silence cell phones, PDAs, and electronic devices before the session begins.
- **Exiting During a Session** – If you need to leave the room during a session, wait for a break between speakers, if possible.
- **Exiting at the End of a Session** – For everyone's safety, conference participants are encouraged to leave the meeting room promptly so that room turns, equipment changes, and testing can be performed so the next session can begin on time.
