

Welcome to a Jack Hirose & Associates workshop. Thank you for choosing our company to satisfy your personal learning objectives! If you have any questions or concerns, please notify the on-site coordinator.

RECEIPTS & CERTIFICATES

To download a copy of your receipt or certificate, please visit: <http://registration.jackhirose.com/certificates/>

Please note, as materials are shipped in advance, only participants who registered within 14 business days prior to the workshop are given hard-copy certificates.

PLEASE REMEMBER TO...

- Wear your name badge every day
- Turn off your cell phones to create a positive learning experience for everyone
- Hand in your evaluation forms at the end of the workshop - your feedback is appreciated!

SCHEDULE

Please note, this schedule may vary depending on the nature of the presentation and the speaker.

8:00am - 9:00am	Registration/Check-In
9:00am - 10:30am	Begin Workshop
10:30am - 10:45am	15-Minute Mid-Morning Break - <i>Refreshments Provided</i>
10:45am - 12:00pm	Workshop Continues
12:00pm - 1:00pm	1-Hour Lunch Break (<i>not provided</i>)
1:00pm - 2:30pm	Workshop Continues
2:30pm - 2:45pm	15-Minute Mid-Afternoon Break - <i>Refreshments Provided</i> Certificates available for pick-up at the registration table
2:45pm - 4:00pm	Workshop Continues
4:00pm	Hand-In Evaluation Forms & Return Name Badges