

# Pre-departure Orientation

*The International Technology, Innovation and Leadership Conference  
March 8 – 16, 2007  
Beijing, China & Bangalore, India*

# INNOVATE 2007 Delegates

- Congratulations, you are about to embark on an amazing trip!
- 63 Delegates from
  - Singapore
  - Japan
  - US
  - India

# Topics

- Insurance
- Preparing for INNOVATE
- Travel
- Accommodations
- Dealing with money
- Illness, safety
- Program Expectations

# Insurance

- Insurance is your responsibility
- You must have Medical Evacuation and Repatriation Insurance
- International Student ID Card (ISIC) - \$22
- Make sure you understand your policy and how it works abroad!
- Find out how to file claims from abroad
- Be prepared to pay for treatment, then be reimbursed
- Carry your insurance or ISIC card with you

# Preparing for INNOVATE

- OwlSpace - Pre-Departure and Conference related materials
- Enroll in NWA WorldPerks
- Leave a copy of the itinerary with your family
- Coordinate contact points/times with your family
  - Be sure they are aware of the time differences
  - It is typically easier, and cheaper, for them to call you
  - If bringing your laptop plan to use Skype or other telephony system
- Don't lose your paper ticket – This not an E-Ticket – It cannot be replaced
- Pack early – And Light!
- Research the companies, countries and cultures ahead of time – it will enhance your experience on INNOVATE.

# Travel – Domestic

- Arrive at least 1 ½ - 2 hours before your domestic check-in
- Ask if your domestic airline can check your bags all the way through to your international flight
- If not, collect your bags upon arrival at LAX and proceed to the international terminal for check-in and security
- Be sure to give your frequent flier number to the ticket agent for your domestic flight

# Travel - International

- All US-based delegates will be on the Malaysian Air Group Flight
- Schedule your domestic flight to arrive into LAX by 7:30 PM and your return flight departing after 2:30 PM
- Give your NWA WorldPerks number to agent upon check-in.
- Malaysian Airlines
  - Baggage Limits
  - Contact Directly for Dietary Concerns
  - Seat Assignments

# Travel – International (cont.)

- Check-in at the Malaysian Airlines counter
- Hand-carry your passport & paper tickets
- Overnight in Kuala Lumpur
  - Non-US citizens (India & Jamaica) will need to obtain a transit visa upon arrival for \$15
  - Hotel & Dinner Provided by Malaysian Airlines
  - Individual sight-seeing
  - You are responsible for making sure you arrive on-time for the Beijing flight check-in
  - Be aware of the laws & customs of Malaysia
  - Dress Modestly – This is an Islamic nation

# Carry-on Luggage: What to Bring on the Plane

- Carry-on Size & Weight Restrictions
  - Check domestic & Malaysian Airlines websites
  - TSA Regulations – 3-1-1
    - 3 oz. or smaller container of liquid or gel
    - Place inside 1 quart size, clear, plastic, zip-top bag
    - 1 bag per passenger places into security bin
- Carry your Passport, Paper Tickets, Money, Traveler's Checks and Cash
- Change of Clothes – Suitable for opening dinner
- Camera, Laptop, Electronics or other Expensive Equipment
- Prescription Medication, Eyeglasses and Contacts
- Come well rested and ready for a long flight ahead – bring snacks, water and reading materials
  - Perfect time to catch up on your INNOVATE readings!

# Arrival and Accommodation – Beijing

- Upon arrival all delegates will clear customs
- Meet Tour Guide and transport to hotel via bus
- Jian Guo Garden Hotel  
<http://www.jianguogardenhotel.com/aboutusen.html>
  - Keys will be distributed upon arrival at hotel
  - A room deposit will be collected (\$15- \$20) for incidentals (phone, mini-bar, etc.)
  - Breakfast tickets are embedded in your room key
  - Served from 6:15 – 8:00 AM
  - International Delegates May check-in starting at noon
- Conference Registration will be held from 5:00 – 6:00

# Arrival and Accommodation – Bangalore

- Upon arrival all delegates will clear customs
- We will be met by representatives from our travel agent
- In case of emergency contact: Mr. Singh on his mobile 9341346038
- Drive to hotel will take approximately 1 hour
- Rooms will be ready for our group per assigned rooming list
- International Students may begin hotel check-in by 12:00 pm
- Hotel: Grand Ashok Hotel – Bangalore
  - Website: <http://www.thegrandbangalore.com/default.html>
  - Breakfast begins at 7:00 AM – Provide Room #

# Money Matters

- Plan to bring cash with you!
- Change Money
  - Small Amounts – Hotel
  - Larger Amounts – At airports during layovers
- Cash v. Traveler's checks
- ATMs & Credit cards
- Notify your bank that you will be using your credit card/ATM outside the country
- You will need cash for most meals & small purchases in China & India
- Past INNOVATE delegates indicate they brought between \$200 to \$300 along

# Individual Expenses

## Program v. individual expenses

- Refer to Itinerary to determine what meals are included
- Breakfast is included each day
- Telephone, internet, laundry, mini-bar or related expenses are your responsibility
  - Deposit at Front Desk May be Required
- Individual Sightseeing & Entrance Fees
- Presents/gifts
- Calling home/emailing home

# Safety Abroad: Before You Go!

- Make copies of your important papers, credit card & insurance information
  - Leave 1 copy at home with a parent or trusted friend
  - Pack 1 copy in your checked luggage
  - Pack 1 copy in your carry-on luggage in addition to the originals
- Review all Consular Information Sheets (required)
  - China
  - India
  - Malaysia
- Review Student Safety Abroad Handbooks
  - China
  - India

# Safety Abroad – While You Are There

- Learn which areas aren't considered "safe"
- Do not walk around by yourself; traveling in groups is much more safe
- Do not get into any unmarked or unofficial looking cab
- Don't fall prey to the Big, Loud, Ugly American Stereotype
- For more information visit the State Department's website:  
<http://www.travel.state.gov/studentinfo.html>

# Safety Abroad – While You Are There

- Learn basic phrases in the language
- Use a money belt for your cash, traveler's checks and passport
- Don't participate in political demonstrations
- Be aware of the laws of the country
  - Consular Information Sheets
- Drink in Moderation Only
  - No alcohol may be consumed at any official INNOVATE sponsored event
  - Be aware of the cultural differences about drinking

# Health Information: Before You Go!

- Review the CDC and WHO Websites
  - Make sure your vaccinations are up-to-date
  - Speak with your doctor or Travel Clinic about recommended vaccinations
  - Malaria
- Have enough RX medication to last while you are abroad
- Bring extra contacts, glasses
- Visit your dentist & eye care professional as well
  - Nothing is worse than a toothache or wisdom teeth coming in while abroad

# Health Abroad: While You are There

- Pack a small emergency first aid kit with OTC medication
  - Upset stomach, diarrhea
  - Headache medication, Pain Relievers
  - Allergy & Cold Medication
  - Band-aids (blister band-aids can be very useful)
- Only drink bottled water!
  - Remember ice is water!
- Be careful of street food and aware that eating Indian and Chinese cuisine may cause an upset stomach as you are not used to the spices used
- Inform your Small Group Advisor if you do become ill

# Preparing Physically and Mentally

- Depression and Eating Disorders are likely to re-occur while you are abroad
  - Speak with your therapist or doctor about INNOVATE and plan for how this might affect you
- Disclose all prior conditions to program
- Plan for how you will remain in contact with your family & friends
  - Skype, Email, Phone Calls
- Make plans with your professors regarding any assignments you may miss
- Rest up before the conference and read as much as you can before you go

# Program Expectations

- There will be bumps along the way – Remain Flexible
  - Travel Delays
  - Traffic
  - Speakers & Site Visits
  - Food & Dining
- Conduct yourself in a Professional, Respectful & Culturally Appropriate manner at all times
- Dress Appropriately at All Times
- Be on-time for all events & bus departures
  - If you are late then 63 others are late as well
- Come prepared to ask questions and interact with speakers
- Make a point to get to know other students

# Program Expectations (cont.)

- Read all assigned material on the INNOVATE OwlSpace Site
- Review Company Reports
- Complete all Small-Group Assignments and get to know your group members. One of them will likely be your roommate!
- Journal or Blog About your INNOVATE experience
- Remember that you will be an ambassador for your home university, country and INNOVATE!

# Program Expectations (cont.)

- Take your appearance seriously
- Prepare to say an appropriate thank you. Practice in Chinese.
- Stick with the group unless otherwise instructed
- Try a little of everything you are offered to eat or drink
- Take business cards very seriously.
  - Accept them with both hands and look at the front and back carefully before placing them in your wallet, folder or pocket.
  - Print up your own business cards with your name, university logo and contact information to hand out to speakers and fellow delegates

# Attire

- What does Business Casual Mean?
  - No Jeans, Sandals, Sneaker, T-shirts, sweatshirts or other casual attire
  - Collared shirt or sweater with khakis or dress slacks for men
  - Nice blouse or sweater with slacks/skirt for women
  - Plan to wear closed toed shoes as these may be required (factory tours)
- What does Business Formal Mean?
  - Plan to wear a nice suit & dress shoes (with a tie for men)
  - You may also wear dress attire of your home country or dress attire of China or India that you bought during INNOVATE
- What do you mean by Casual?
  - Culturally appropriate attire for sight-seeing or other free time
  - Shorts are not common except for children
  - Dress tends to be more conservative in China (it will be cold)
  - Comfortable walking shoes will be very useful

# Attire (cont.)

- Check the weather forecasts online. Be sure to pack appropriately
  - Cold in China/Warm in India
  - Plan to dress in layers
- Laundry will be available at the hotels for a nominal charge. Pack light and plan to wash/dry clean some clothes there
  - Pack enough for one week
- Small packets of laundry soap are available for purchase in most convenience stores
- Don't forget to pack a warm coat, gloves, umbrella, hat and scarf for Beijing – it could be quite cold while we are there.

Review Full Pre-Departure Guide and Checklist Online in OwlSpace!

Questions?????