OPEN YOUR MIND . . .

to the magic created by the energy of learning from your peers, networking with colleagues from around the world and experiencing quality END education on a variety of topics and issues!

Presented by the American Society of Electroneurodiagnostic Technologists, Inc.
Who should attend this program?

ASET welcomes END technologists and students, physicians, other health care providers, and personnel representing vendors that supply products and services to the profession. This is the premier event for all disciplines of the electroneurodiagnostic profession that includes EEGs, EPs, Intraoperative Neuromonitoring, Long-Term Monitoring, Nerve Conduction Studies and Sleep.
Dr. Timothy Pedley and Ellen Grass are widely recognized as pioneers who contributed much to the knowledge and growth of the profession. ASET is privileged to bring Dr. Pedley to the podium as he shares insights into the contributions of Ellen Grass and how she helped shape END technology - and the lessons we can still learn from her.

TIMOTHY PEDLEY, MD, is the chairman of the Department of Neurology at Columbia University’s College of Physicians and Surgeons and Neurologist-in-Chief at the Neurological Institute of the New York-Presbyterian Hospital at Columbia University Medical Center in New York City. He has devoted his entire professional career to epilepsy and has made both basic laboratory and clinical contributions to the field. He is perhaps best known in our field as the co-author of the book, *Current Practice of Clinical EEG*, now in its third edition.

WALT BANOCZI worked as an END technologist for a number of years before becoming the Program Director of the Orange Coast College Neurodiagnostic and Polysomnographic Technology Programs. He has served on the ASET Board of Trustees, ASET Education Committee and the ABRET Board of Directors. He has also received the ASET Theda Sannit Outstanding Educator Award and the Maureen Berkeley Award for the best article submitted to the *American Journal of END Technology*.

**Tips for making the most out of your Annual Conference experience . . .**

There are so many choices when you look at the ASET annual conference schedule! If you really want to make the most out of your time at this conference, it will take some forethought and planning. We have included descriptions of each lecture to help you understand the content of each talk. Here are some helpful hints:

**Plan your daily schedule before you arrive.**

Take a look at all the subjects offered and highlight those that will help you the most in advancing your career. People tend to choose topics that are familiar to them, when exploring new territory is often more interesting and may help you develop new skills. If you need a break from technical topics, try one of the lectures in the Professional Development Course.

**Take a look at the handout selection in advance.**

This year we plan to make handouts available on our Website to attendees who have registered for the courses in advance of the conference. This will help you get a better idea of what the lectures will cover. When you arrive at the conference this year, you will receive a CD with all of the handouts from all of the courses, but printed handouts will be available only in the meeting rooms at the start of each lecture.

**Listen to presentations rather than try to match slides with handouts.**

Our faculty take great pride in sharing information with you and want you to see the best they have to offer. Since our handout deadline is more than two months before the conference, they often add the latest examples or case studies to their slide presentation after the handouts have been turned in. This is why the slides do not match the handouts at times. Keep in mind that handouts are a tool, but listening and enjoying the slide presentations are more important. Don’t worry about following a handout page by page and missing the best part of lectures!
### Course Offerings for Friday, July 20

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>7:55 - 9:25 am</td>
<td><strong>KEYNOTE ADDRESS:</strong> Quality Care – Disney Style, Presented by the Disney Institute</td>
</tr>
</tbody>
</table>
| 10:20 - 11:15 am | Multimodality IONM  
Bobby Taskey, R. EEG T., CNIM  
Seizure Identification in the Geriatric Population  
William Tosches, M.D.  
A Recipe for a Stellar NCS Technologist  
Janet James, R. EEG T., R. NCS T.  
Q.I. Initiatives for END Labs  
Kathy Johnson, R. EEG/EP T., RPSGT |
| 11:15 am - 12:15 pm | IONM DISCUSSION GROUPS  
TCeMEPs - Greg Niznik, CNIM  
Pedicle Screw Stim  
Bobby Taskey, R. EEG T., CNIM  
Cranial Nerve Monitoring  
Chris Slaymaker, R. EEG/EP T., CNIM  
EEG of the Newborn from Isollette to Bassinet  
Monisha Goyal, M.D.  
Anomalies: Real or Unreal?  
Jerry Morris, MS, R. NCS T.  
Survival Tips for END Technologists  
Lynn Bragg, R. EEG/EP T. |
| 1:20 - 2:15 pm | Three Strikes & You're Out!  
Billing Fraud, Stark Law Violations and Ethical Issues in IONM  
Rebecca Clark Bash, R. EEG/EP T., CNIM  
Clinical Correlations in EEG: An Interactive Session  
Bobby Taskey, R. EEG T., CNIM  
NCS Workshop: Basic & Board Prep  
JERRY MORKS, R. NCS T., BRIAN MARKLEY, R. EEG/EP T., R. NCS T.  
How to Start Your Own END Business  
Cathy Boldrey, R. EEG/EP T., RPSGT, CNIM |
| 2:15 - 3:15 pm | Between Stimulating and Recording: the Physiology of Sensory & Motor Pathways  
Chris Slaymaker, R. EEG/EP T.  
DISCUSSION GROUPS: Waveform Analysis  
Patti Baugartner, R. EEG/EP T., CNIM  
Digital Concepts  
Jack Connolly, R. EEG T.  
Activations - Diane Liesen  
Uncommon Nerve Conduction Studies  
Brian Markley, R. EEG/EP T., R. NCS T.  
Your Professional Portfolio: Charting Your Future  
Judy Ahn-Ewing, R. EEG/EP T., CNIM |
| 4 - 4:50 pm | Using EMG in Cervical/Thoracic and Lumbar IONM  
Clare Gale, R. EEG T., CNIM  
The Electro-Clinical Spectrum of Epilepsy  
Bill Tatum, M.D.  
Electroneurodiagnostics in Critical Care  
TBA  
You're Hired! Tips for Interviewing and Being Interviewed  
Janice East, R. EEG T., RPSGT |

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### Course Offerings for Saturday, July 21

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 7:55 am - 8:55 am | Anesthesia and TcMEPs  
Leisha Osburn, MS, R. EEG/EP T., CNIM  
Ambulatory EEG Techniques and Case Studies  
Brian Markley, R. EEG/EP T., R. NCS T.  
Principals and Applications of Long-Term Monitoring for Epilepsy  
Judy Ahn-Ewing, R. EEG/EP T., CNIM |
| 8:55 am - 9:55 am | Electrocorticography and Mapping in the OR  
Fernando Vale, M.D.  
EEG Frequencies and the Special Role of Digital EEG  
Ernst Niedermeyer, M.D.  
24/7: How to Edit and Manage LTM Data  
Lewis Kull, MA, R. EEG/EP T., CNIM |
| 9:55 am - 11:15 am | Deep Brain Stimulation in Tourettes Syndrome  
Sherry Nehamkin, R. EEG/EP T., CNIM  
Asleep at the Wheel: A Wake Up Call for Sleepy Workers  
Marietta Bellamy Bibbs, RPSGT  
Autonomic Nervous System Disorders and Paroxysmal Events seen in Pediatric LTM  
Monisha Goyal, M.D. |
| 11:15 am - 12:55 pm | Spinal Cord Monitoring: Techniques, Applications and Outcomes  
Marc Nauer, M.D.  
Collecting and Analyzing ICU Monitoring Data with QEEG  
Mark Scheuer, M.D.  
EEG Video Monitoring and the Differential Diagnosis  
Salim Benhadis, M.D.  
Thoracic Neuronomonitoring for Placement of Laminectomy Pain Stimulator Electrodes  
Steve Purdon, CNIM  
EEG in the ICU and the E.R.  
Kenneth Jordan, M.D.  
Status Epilepticus  
Howard Goodkin, M.D.  
I am a Believer: From Never to Always Using IONM  
Erich Richter, M.D.  
Sedation Update and Panel Discussion  
Marc Nauer, M.D. and TBA  
Imaging for Epilepsy: MEG, PET, SPECT and Functional MRI  
Ed Carlson, R. EEG/EP T. |
| 1 - 2 pm       | ASET 2007 ANNUAL CONFERENCE |
**COURSE LEARNING LAB CONTENT**

**FRIDAY, JULY 20**

**7:55 - 9:25 AM**

**Keynote Address:**
**Quality Care Disney Style**

We are going to jump start all of the courses by bringing everyone together to experience “Quality Care – Disney Style.” During this dynamic session, a facilitator from the Disney Institute will guide you through the Disney Model of Quality Service. Through fascinating insights and insider information, you will experience the training offered to Disney employees designed to create the best customer service in the world. Clients of the Disney Institute include Fortune 500 Companies, healthcare organizations and national associations. You’ll have the opportunity to:

- explore Disney’s methods and strategies to deliver Quality Service.
- develop ideas for applying Disney principles to your everyday work experience.

Since the Disney Institute utilizes a unique, hands-on, interactive style of training, facilitators are professional trainers who can bring out the best in everyone. The facilitators represent a rich and diverse background; they are dynamic presenters who are effective in relationships, skilled in business and passionate about the Disney approach.

**10:20 - 11:15 AM**

**Multimodality IONM**

This presentation will highlight methods of recording multiple modalities in IONM. This can be a powerful tool in assessing various pathways, but only if you use it effectively. Learn how to juggle all the incoming information for the best results.

**Seizure Identification in the Geriatric Population**

As the human brain ages, it becomes increasingly difficult to distinguish EEG patterns and clinical symptoms that are significant for a diagnosis and those that occur as a result of aging. This lecture will shed light on problems encountered in the geriatric population.

**A Recipe for a Stellar NCS Technologist**

It takes a special combination of technical and people skills to become an outstanding NCS technologist. Do you have what it takes? Learn more about the rewards and challenges of performing Nerve Conduction Studies.

**Quality Improvement Initiatives for END Technologists**

JCAHO requires END laboratories to demonstrate ongoing quality improvement projects. Do you know what kind of projects you can initiate to make a difference in patient care in your laboratory and improve the work environment for END lab staff? You’ll get suggestions and tips for a variety of projects to help you plan for a JCAHO survey.

**11:15 AM – 12:15 PM**

**IONM Discussion Groups**

In a small group setting you can participate in an informal learning experience in any of the following topics: 1) TcMePES; 2) Pedicle Screw Stimulation; or 3) Cranial Nerve Monitoring.

**EEG of the Newborn from Isolette to Bassinet**

This presentation will cover the development of EEG patterns from early prematurity through post term and will cover both normal and abnormal EEG findings. Since EEG patterns change every two weeks during early brain development, learning about the evolving EEG is critical in this patient population.

**Anomalies: Real or Unreal?**

Nerve conduction studies can be confusing. Unique waveforms can be an indication of a disease process or may be due to a technical problem. This lecture will help you sort out some interesting findings.

**Survival Tips for END Technologists**

Working in health care today requires much more than technical skills and knowledge. This presentation will help develop key survival skills, such as time and crisis management, multi-tasking and coping with change.

**1:20 – 2:15 PM**

**Three Strikes & You’re Out! Billing Fraud, Stark Law Violations and Ethical Issues in IONM**

During this presentation, a series of scenarios will be offered that will ring true to everyone working in IONM. You can participate in a discussion about how to address the difficult questions about scope of practice, billing and interpretation of recordings.

**Clinical Correlations in EEG: An Interactive Session**

This promises to be a fascinating review of case studies, connecting EEG patterns with clinical correlations. Audience interaction will make this a high-energy session to cure the after-lunch doldrums.

**NCS Workshop: Basic & Board Prep**

There will be two levels offered in this hands-on workshop, basic and board-prep. Informal discussion, demonstration of techniques and the opportunity to ask questions in a small group setting will enhance your learning experience.

**How to Start Your Own END Business**

Have you been dreaming about starting your own END business? This speaker started a very successful IONM company and has been expanding services every year. She has some solid advice, and will share her experiences and a model business plan to help you get started.
FRIDAY, JULY 20 (continued)

2:15 – 3:15 PM
Between Stimulating and Recording: the Physiology of Sensory and Motor Pathways
Making the connection between stimulus and recording sites is so important in IONM. This overview of the “wiring” of the central and peripheral nervous system will help you set up a patient to yield the best results during IONM.

EEG Discussion Groups
Choose one of these three topics and learn more in an informal setting with plenty of time for questions and answers!
EEG Waveform Analysis – practice this essential skill to prepare for Board Exams!
Digital Concepts – another topic of importance to those taking exams or planning to purchase digital equipment.
Activations – tips for effective techniques in photic stimulation, hyperventilation and sleep deprivation

Uncommon Nerve Conduction Studies
No matter how long you have been recording NCS studies, there are always a few that you rarely get the opportunity to practice, but really need to know when those cases come up! This will build your confidence in blink reflex studies and other procedures.

Your Professional Portfolio: Charting Your Future
Learn how to create a roadmap for your professional development. Documenting continuing competency development and achievements is essential for recertification of credentials, and required by employers. Self-evaluation and creating a plan for self development will keep you on target for the future and open doors to promotion.

4:00 – 4:50 PM
Using EMG in Cervical/Thoracic and Lumbar IONM
This presentation will provide an overview of which muscle groups to monitor during surgery at various levels of the spine. This discussion will be helpful for CNIM board preparation.

The Electro-Clinical Spectrum of Epilepsy
The connection between the clinical findings in epilepsy and the seizure discharges we are likely to see is fascinating. Since no two case presentations are the same, it can be tricky to sort out the significance of the EEG and its relationship to the diagnosis of epilepsy. Learn more about this from a leading epileptologist.

Electroneurodiagnostic in Critical Care
There has been a trend in utilization of END Technology in ICU care. But what about EMG/NCS in particular? Learn more about the clinical correlations and recording techniques of electromyography in Critical Care Medicine.

SATURDAY, JULY 21

7:00 – 7:55 AM
Anesthesia and TcMEPs
What is different about anesthesia during IONM using TcMEPs? How do various anesthetics affect the waveforms? Learn more about this essential topic during this presentation.

Ambulatory EEG Techniques and Case Studies
Ambulatory EEG equipment is constantly being updated to record more channels, with better results. Learn more about the “new” technology, techniques for improving the quality of recording and review some case studies where ambulatory EEG really made the difference in the patient outcome.

Principles and Applications of Long-Term Monitoring for Epilepsy
There is so much that goes into making an LTM Unit functional! This presentation will cover the “nuts and bolts” of equipment, unit layout, staffing and administrative issues that all play a key role in the smooth operation of an LTM unit.

8:00 – 8:55 AM
Electrocorticography and Mapping in the OR
It is fascinating to see localization of brain function during surgical resection of brain tumors and epilepsy surgery. Case studies will be included.

EEG Frequencies and the Special Role of Digital EEG
Since the widespread use of digital EEG, we are now capable of recording ultra-fast EEG frequencies that we did not know about years ago. Dr. Niedermeyer is a renowned pioneer in EEG and he will shed some light on these new findings.

24/7: How to Edit and Manage LTM Data
There is a tremendous volume of information recorded every twenty-four hours for each patient on an LTM unit. How do you effectively sort through all of this data? What are your options for editing and storing data? What are the legal and ethical implications? Find out in this informative discussion.

9 – 9:55 AM
Deep Brain Stimulation in Tourette’s Syndrome
This is a new technique for the treatment of Tourette’s Syndrome, and this lecture includes before and after videos of Tourette’s patients that are very impressive, and will include details of the electrode implant process.

Asleep at the Wheel: A Wake Up Call for Sleepy Workers
Excessive daytime sleepiness is now recognized as a safety issue. New rules mandate that pilots and truckers be screened yearly for this sleep disorder. In 2008 JCAHO will require hospitals to ensure that health care workers are not putting patients at risk by working when excessively sleepy. How will this affect lab managers and staffing and how will sleep labs cope with the volume of new testing this will create?

Autonomic Nervous System Disorders and Paroxysmal Events seen in Pediatric LTM
Loss of consciousness in children may be due to epilepsy, syncope or breath-holding. It is of vital importance to recognize signs and symptoms to better treat pediatric patients. LTM is often the key to the correct diagnosis. This presentation will include EEG findings and video clips of typical and unusual events.

11 – 11:55 AM
Spinal Cord Monitoring: Techniques, Applications and Outcomes
Dr. Mark Nuwer, a nationally recognized expert in IONM, from UCLA, has observed outcomes for various spinal surgeries and monitoring techniques over the years and will share evidence he has gathered to enhance the success of IONM in spinal surgery.
Collecting and Analyzing ICU Monitoring Data with QEEG

There is growing demand for ICU monitoring, but the volume of data this creates is causing a problem for technologists. Learn about the latest tools to aid in the collection, analysis and editing of continuous ICU monitoring data, and how these tools can make your job easier.

EEG Video Monitoring and the Differential Diagnosis

Frequently patients are admitted to LTM who are ultimately diagnosed as having non-epileptic events. This fascinating presentation will include case studies and provide clues to this diagnosis and how to best capture these events in the LTM lab.

NOON – 12:55 PM

Thoracic Neuromonitoring for Placement of Laminectomy Pain Stimulator Electrodes

Learn more about this new technique use to treat chronic back pain, and how IONM plays a role in successful surgery.

EEG in the ICU and the E.R.

Prolonged EEG recordings in both the ICU and the E.R. are becoming essential to the effective treatment of neurological disorders. This discussion will highlight the usefulness of EEG and the importance of rapid analysis to improve patient outcome. Case studies will be included.

Status Epilepticus

Patients with epilepsy may develop status epilepticus for a variety of reasons, and are often on LTM when this occurs. This lecture will provide background information on the contributing factors, treatment considerations and outcomes of patients in status epilepticus.

1 – 2 PM

I am a Believer: From Never to Always Using IONM

Hear a first-hand account from a neurosurgeon who is now the greatest fan of IONM. He will present examples of cases that made him change his mind about the value of using IONM to improve patient outcome.

Sedation Update and Panel Discussion

ASET still gets frequent calls from technologists about sedation. Typical questions include: Who should give sedation? What kinds of sedation can be used for END recordings? How should patients be monitored during sedated studies? This presentation will summarize current trends and give the audience a chance to discuss concerns about sedation in the END lab.

Imaging for Epilepsy: MEG, PET, SPECT and Functional MRI

As part of a comprehensive work-up, epilepsy patients often undergo a variety of imaging studies. END Technology plays a key role in many of these studies. Find out more about how these studies are done and why END technologists are part of the epilepsy team.

Poster & Abstract Presentations

ASET poster sessions visually present information on a variety of topics - from an original study or research; evaluation of a method, device or protocol; to offering a report on an uncommon clinical case. Poster presenters will be on hand to discuss their findings or data with attendees in an informal venue.

Abstract presentations are a great way to share and learn about developments taking place within the profession. Concise, twenty-minute presentations are part of the general sessions on Wednesday and Thursday.

Welcome Celebration & Reception

Wednesday, July 18 • 6:30 - 7:30 pm

Conferences aren’t just about sitting in rooms all day – it’s about connecting and getting acquainted with your colleagues. Invaluable information can be shared over a beverage, lunch or special event, so don’t miss out on these great interactive opportunities during the course of the conference. We’re kicking off the meeting with a special celebration and reception where first time attendees and new members are encouraged to attend. Be sure to put this time on your calendar as we have special surprises planned for all who attend!

Exhibit Hall Opening & Reception

Thursday, July 19 • 6 – 8:30 pm

Leading companies providing services and equipment to the END professional will be showcased during the grand opening event. It’s an excellent time to learn about state-of-the-art changes taking place within the profession and make connections to valuable resources. Some of the companies scheduled to attend include: Axon Systems, Inc., Natus Medical/Bio-Logic Systems, Cadwell Laboratories, Inc., Compumedics USA, The Electrode Store, Grass Telefactor, Nihon Kohden America, RhythmLink International, Rochester ElectroMedical, Viasys Healthcare and Weaver & Company.

Not only will there be time to meet with vendors, but the opening reception is always a great way to catch up with friends and make new acquaintances. Food, beverages, entertainment and interactive learning exchanges are part of this year’s event.

Recognition Ceremony of 2006 – 07 Credentialed Technologists

Friday, July 20 • 8 am

ASET is teaming up with credentialing organizations to recognize the achievements of technologists who obtained their professional credentials during the past year with a special ceremony at this year’s annual conference. It’s a first! Applaud your colleagues, take photos and help celebrate this milestone in their professional development and career. Technologists who have earned their credentials during 2006 – 07 are encouraged to contact ASET directly for details, including the opportunity to take advantage of a special conference rate.

Interest Section Discussion Forums

Friday, July 20 • 12:15 – 1:15 pm

Interest section forums on the ASET Website get lots of action...and now you have the ability to ask questions in person at the Saturday luncheon. The discussion forums are led by highly qualified and knowledgeable technologists that can help address your issues or questions - as well as direct attendees to other invaluable resources. This won’t be your typical luncheon, as we’re creating a venue for great interaction! Registration not required.
### 2007 Annual Conference Registration Form

#### General Information
- **Dates:** July 18-21, 2007
- **Location:** Disney’s Coronado Springs Resort
- **Address:**
  - **City:**
  - **State:**
  - **Zip:**
  - **Country:**
- **Email:**
- **Phone/Fax:**
- **In Case of Emergency, Please Contact:**
  - **Name:**
  - **Phone:**

#### ASET Registration Fees
(Requires activities for days registered, including admittance to all education sessions, exhibit hall and grand opening, breaks, luncheons, and other activities unless otherwise noted.)

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<tbody>
<tr>
<td><strong>Full 4-Day</strong> (Wed. - Sat.)</td>
<td></td>
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<tr>
<td>ASET Member</td>
<td>$475</td>
<td>$525</td>
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<tr>
<td>Non-Member</td>
<td>$575</td>
<td>$625</td>
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<tr>
<td><strong>General Session</strong> (Wed. &amp; Thurs.)</td>
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<td>ASET Member</td>
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<td>$300</td>
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<tr>
<td>Non-Member</td>
<td>$350</td>
<td>$400</td>
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<tr>
<td><strong>Two Course Days</strong> (Fri. &amp; Sat.)</td>
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<td></td>
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<tr>
<td>ASET Member</td>
<td>$400</td>
<td>$450</td>
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<tr>
<td>Non-Member</td>
<td>$500</td>
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**Student Registration**
- **Full 4-Day** (Wed. - Sat.)
- **One Day Only** (Wed. Thurs. Fri. Sat.)
- **Spouse/Guest Registration**
  - Guest Pass (Includes admittance to the exhibit hall & grand opening, breaks, brunch and luncheons.)

**Additional Ticketed Events**
- **Sundown Seminars** (Fri. evening)
- **ASET Foundation Silent Auction & Fundraiser**
- **‘07 Annual Conference Commemorative T-Shirt** (Size S-XXXL)

**Tickets can be purchased for guests or spouses on an individual basis.**
- **Annual Exhibit Hall Reception** (Thurs. evening)
- **Guest Lunch Tickets**
- **ASET Membership** See back page for information and pricing

**GRAND TOTAL:**

### Payment Options
- **Check made payable to ASET enclosed**
- **Please bill my:**
  - **American Express**
  - **Discover**
  - **MasterCard**
  - **VISA**

#### Payment Information
- **Name on Card:**
- **Account Number:**
- **Expiration Date:**
- **Billing Zip Code:**
- **CID Number:**
- **Authorized Signature:**

#### ASET Privacy Policy
- NOTE: ASET provides attendee information to exhibitors and other attendees of ASET Conferences. To ensure that we only provide the information you want released, please select one of the following. If no box is checked, your information will be included.
  - My information as shown
  - My information as shown, except email
  - My information should not be released

#### Contact Information
- **ASET, Inc.**
  - 6501 E. Commerce Ave., Suite 120
  - Kansas City, MO 64120
  - **Fax:** 816.931.1148
  - **Fed ID#:** 74-1553534
  - **Questions?**
    - Contact SARAH at 816.931.1120, ext. 2 or sarah@aset.org
CONFIRMATION NOTICE

Registrations are normally processed within seven business days of receipt. A confirmation letter will be mailed or emailed once the registration has been processed.

REGISTRATION POLICIES

• Participants are urged to register online at www.aset.org.
• To register, payment must accompany your registration form. No registrations will be processed without payment.
• The full meeting registration fee includes a CD containing all meeting handouts, attendance and tickets to the general session, course learning labs, exhibit hall, opening reception, and food functions, Thursday through Saturday.
• Registration fees for one or two-day attendance includes a CD containing meeting handouts and general session or courses, and applicable food function, including the opening reception (if applicable) and exhibit hall.
• Guest meal package includes admittance to the exhibit hall, reception and lunch, Thursday through Saturday.
• Only those individuals who are registered and have an unaltered badge may attend ASET events, including spouses.
• Additional fees apply for the Sundown Seminars, special activities and events. Refer to the meeting registration form on page 8 of this brochure for additional details.
• Attendees who lose their badge may be subject to a replacement fee.

CANCELLATION POLICIES

• All cancellations must be in writing and must be mailed, faxed or emailed to the ASET Executive Office.
• Written notice of cancellation received by ASET on or before June 15, 2007, will result in a refund of fees paid less a $50 processing fee. There will be no refunds for cancellations received after June 15, 2007.

ACCOMMODATIONS AND RESERVATIONS

Reservations are to be made directly with the hotel before June 18, 2007, to secure the special conference rate of $125, single or double occupancy, per night. Any reservations made after June 18 will be on a space-available basis, and may not qualify for the conference rate. Room rates are subject to applicable local taxes. Check-in time is 3 p.m. and checkout is 11 a.m.

Full refunds will be given for cancellations received at least 72 hours prior to the scheduled arrival. Reservations can be made by calling 407.939.1000. Tell them you are with the ASET conference to book the negotiated rate.

RECOMMENDED ATTIRE

Business casual attire is strongly encouraged. Please dress comfortably to create the best learning environment. The July average daily high in Orlando is 92 degrees. Temperatures at night average around 73 degrees.

AIR & GROUND TRANSPORTATION

The hotel is conveniently located about 30 minutes from Orlando International Airport.

To assist with your reservations, contact Judi Knight at Platinum Vacations. She can be reached at 913.492.5292 phone; 800.475.2244 [at the tone, dial 7066043]; 913.894.5262 fax; jknight1221@earthlink.net.

Disney’s Magical Express Service is complimentary and exclusively available when you stay at a Disney Resort hotel. Buses take you from Orlando International Airport to your Disney Resort hotel, while your bags are taken straight to your room. And when your vacation’s over, you and your bags are whisked back from your Disney Resort hotel to the Orlando International Airport. Booking Disney’s Magical Express service is easy, a Disney reservation agent or your travel agent will arrange for it at the time of your Disney Resort Hotel booking. If you’re booking online you can add this service to your online Disney Resort booking. To contact the Disney Magical Express Service, call 407.827.7777 and indicate you are an attendee of the ASET Annual Conference, or visit: https://secure.disney.go.com/dwm/reservations/dme/index.

Taxis and shuttle vans are both available; for taxis, airport to hotel charges run typically around $50 USD one-way or $100 USD round-trip. Mears Airport Shuttle, running 24 hours a day, is available from Orlando International Airport (MCO) to your Walt Disney World Hotel. Make reservations 24 hours in advance by calling (407)-423-5566, and allow a minimum of two hours before flight time for domestic flights, and three hours for international flights.

ANNUAL CONFERENCE SHIRTS

Take a souvenir home from the meeting by ordering your annual conference t-shirts for attendees now. T-shirts are white with the annual conference logo and cost $18. Make sure to order your t-shirt on the registration form on page 8.

SPECIAL THEME PARK TICKET PRICING

Conference attendees will be able to order specially priced, multiple day tickets from Walt Disney World. For instance, a two-day ticket purchased as a meeting attendee will cost $59.62 as opposed to the price you would pay at the gate, which is $67. There will also be special single-day “After 2 PM” and “After 4 PM” tickets available to conference attendees. These tickets are great for attendees, allowing you to attend the valuable sessions, and still have time to indulge the kid in you. A single-day “After 4 PM” ticket for attendees costs $38.49. Tickets must be purchased by July 14, 2007. For more information, to view pricing and order tickets, visit: http://www.aset.org/show/Annual_Conference/General_Information

FOR MORE INFORMATION ON ORLANDO

ASET is excited to make sunny Orlando its home for the 2007 annual conference. Orlando is one of those rare cities where fantasy and reality meet; kids experience the magic of theme parks, and adults get taken back to their own childhoods. This big city set in central Florida has many hidden treasures, and is waiting for us to arrive! There are world-class restaurants, exciting theme parks, and amazing animal shows, so there is never a lack of something to do! Visit www.orlandoinfo.com for more information.

HOTEL INFORMATION

All events will be held at:

Disney Coronado Springs Resort
1000 West Buena Vista Drive
Lake Buena Vista, FL 32830
407.939.1000

http://disneyworld.disney.go.com/wdw/resorts/resortLanding?id=CoronadoSpringsResortLandingPage&bhcp=1
Become an ASET Member!
ASET membership dues are pro-rated based on join date. Students should contact ASET Executive Office for a pro-rated amount. International members adjust dues accordingly.

ACTIVE MEMBERSHIP
$80 - Jan. Thru March
$60 - April thru June
$40 - July thru Sept
$80 - Oct thru Dec and includes following year

ASSOCIATE MEMBERSHIP
$90 - Jan. Thru March
$67.50 - April thru June
$45 - July thru Sept
$90 - Oct thru Dec and includes following year

INSTITUTIONAL MEMBERSHIP
$350 - Jan. Thru March
$262.50 - April thru June
$175 - July thru Sept
$350 - Oct thru Dec and includes following year

For more information contact: ASET Headquarters at 816.913.1120 or visit our Website at www.aset.org

Unwind at Disney World & Pleasure Island
Saturday, July 21 • 4 pm ’til closing
When the meeting is over, simply kick back and relax at Walt Disney World®! We’ve left time for you to be a kid again by either taking advantage of the various parks – Disney-MGM Studios, Magic Kingdom® Park, Disney’s Animal Kingdom Theme Park® or Epcot® or connect with your colleagues on Saturday evening at Downtown Disney Pleasure Island®. In fact, we’ll be congregating at some favorite hangouts at Pleasure Island which features restaurants, shopping and great entertainment. Discount tickets can be ordered directly from Walt Disney World by visiting www.aset.org/show/Annual_Conference/General_Information, and clicking the link under “Disney Theme Park Tickets.” A single-day “After 4 PM” ticket is $38.49. Be sure to pre-order your tickets by July 14.

ASET Foundation Silent Auction, Buffet Dinner & Entertainment
Friday, July 20 • 7 – 9 pm
Support END education and scholarships, enjoy the ambiance of the resort with great food and friends and let us entertain you – all in one magical evening! This event is fast becoming the highlight of ASET meetings. Not only can you bid on fabulous gifts – from iPods, handmade crafts to artwork – but sometimes even snag a good bargain in the deal! All proceeds benefit the ASET Foundation, with donations tax deductible. It’s for a great cause, so order your ticket and join us for a great evening. And just in case you can’t join us in person, watch the ASET Website for online bidding as well.
Other ways you can contribute to this great cause is by donating an item for the auction. All items must be forwarded to the ASET Executive Office no later than June 8. Download a donation form at http://www.aset.org/show/ASET_Foundation.

If you are unable to attend, please forward to other personnel.