



Clinical Research Education Day
Boston – Monday, October 27, 2014 – 5pm-8pm

Exhibitor & Health Screening Set-Up

- CONTACT** Contact Ellyn via email (ellyngetz@ciscrp.org) or phone at 617-725-2750 with any questions.
- REGISTRATION** Please make sure you've registered for AWARE so that we can keep our headcount as accurate as possible. And please encourage your friends and family to pre-register. All are welcome to register online at www.awareforall.org or call 1-877-MED HERO (1-877-633-4376).
- FREE FOOD** Boxed dinners will be provided on a first come first serve basis.
- DATE AND TIME** Monday, October 27, 2014
4:00pm – 4:45pm – Exhibitor Check-in and Set-up
5:00pm – Check-In / Registration / Health Fair Opens in the Curry Student Center Indoor Quad (with Check-In just outside the Ballroom)
6:00pm to 8:00pm – Presentation, Panel Discussions, & Medical Heroes Appreciation Ceremony
- PLACE** Northeastern University – Curry Student Center
346 Huntington Avenue
Boston, MA 02115
- SET-UP TIME** Please arrive between 4pm and 4:30pm based on the amount of time you need for setting up your table. Registration and check-in opens promptly at 5pm, and we would appreciate if all exhibitors could also be set-up by 5pm.
- TABLE SET-UP** We are providing our exhibiting groups with one table and two chairs (unless you've spoken to us about additional tables and chairs). We ask that you bring your own tablecloth. If this is a problem, please let Ellyn know in advance at ellyngetz@ciscrp.org.
- ELECTRICITY** There will be a limited number of electrical outlets available for exhibitors; however you must bring your own extension cord.
- WIFI** Please contact ellyngetz@ciscrp.org if you hope to utilize the complimentary Wifi.

MATERIALS

We are hoping that more than 300 people will attend our event. Please bring an appropriate number of materials for distribution (we suggest 150 – 175 brochures or giveaways).

RECRUITMENT FOR CLINICAL TRIALS

AWARE is an educational program that is open to the public for the purpose of providing information to help people make informed decisions about clinical research participation.

- You may provide attendees information about specific trials and how to reach you for follow-up
- You may collect email addresses for e-Newsletters from your organization.
- You may not solicit attendee contact or health-related information for specific clinical trials.

HEALTH SCREENINGS

5:00pm-8:00pm. Health screenings (except for HIV Rapid Testing) will be conducted in the Indoor Quad. Health screenings include: Body Mass Index, Blood Pressure, Glucose, A1c Point of Care Tests, Cholesterol, HIV Rapid Testing and Hepatitis C Screenings.

PUBLIC TRANSPORTATION

The Curry Student Center is located within the main Northeastern University campus. Take the Green Line “E” train and get off at the Northeastern stop. It is less than a five minute walk from there. It is also accessible by the Orange Line, Ruggles T stop. The Curry Student Center is also accessible via Commuter Rail, at the Ruggles station. *Please find walking directions from major transportation sites on page 3.*

PARKING

We are happy to offer **FREE PARKING** for the AWARE for All event at the Renaissance Parking Garage, located at 835 Columbus Avenue, Boston, 02120. Please contact awareforall@ciscrp.org if you plan to drive to the event. *Walking directions from the parking garage are on page 3.*

UNLOADING INSTRUCTIONS

All exhibitors may unload at the loading dock-area of Curry. When looking at the campus map, it is located between Curry (building #50) and the courtyard between Mugar (building #48) and Robinson (building #49). This area may be accessed via Gainsborough Street or Forsyth Street (in front of Ruggles Station, behind Egan building #60). **Unloading must be done as quickly as possible.**

ENTRANCE

Curry doesn't have a “main” entrance. The entrance to use, if driving and quickly dropping off supplies, is the one that is in the loading dock-area of Curry. After parking in the Renaissance garage, please follow the walking directions.

WALKING DIRECTIONS:

From Ruggles Station (Orange Line): Walk up stairs and exit through the turnstile. Take a left and go down stairs. Walk out of the station and exit onto Forsyth Street. Proceed north on Forsyth and take the first right after passing the Egan Research Center. Continue straight until Snell Library and then bear left. The Curry Student Center is to the right after reaching the front of Snell Library. Enter the Student Center and proceed to registration on the first floor.

From Renaissance Garage: Exit via west stairs/elevator, (Ruggles station will be to the right when you reach street level). Proceed straight through Ruggles Station to Forsyth Street and take the first right after passing the Egan Research Center. Continue straight until Snell Library and then bear left. The Curry Student Center is to the right after reaching the front of Snell Library. Enter the Student Center and proceed to registration on the first floor.

From Green Line Inbound (E train): Exit at the Northeastern University stop and make a right, crossing Huntington Avenue. Proceed through the first entrance to the Krentzman Quadrangle. Stay to the right and continue going straight keeping Richards Hall on your right. Proceed forward until reaching the Curry Student Center on the left. Enter the Student and proceed to registration on the first floor.

From Green Line Outbound (E train): Exit at the Northeastern University stop and make a left, crossing back over the tracks and Huntington Avenue. Proceed down Huntington Avenue until reaching the first entrance to the Krentzman Quadrangle on your right. Stay to the right and continue going straight keeping Richards Hall on your right. Proceed forward until reaching the Curry Student Center on the left. Enter the Student Center and proceed to registration on the first floor.