Dear CEA participants

We are looking forward to having you here with us at WPI for the CEA core training. This message has several important logistical pieces of information. Please be sure to read it carefully. We also have a resource website that contains this information and some additional details.

Class start time:
- Please arrive at Salisbury Labs to check in at 8 am on Monday July 23rd.
- This [map](#) shows walking paths from Faraday Hall to Salisbury Labs, for those staying in the WPI dorm.
- If you are arriving by car, parking is in the Park Avenue Garage. You must print the attached parking pass and display it on your dashboard when parking there.

General class information:
- Classes run from 8 am – 5 or 5:30 pm every day, and most days there will be assignments and/or help sessions in the evening.
- Lunch is provided every weekday. All dietary restrictions have been noted and will be addressed.
- The weekend of July 28/29 does not have any class meeting time scheduled. Class will start again on Monday July 30th, promptly at 8 am.
- The classroom can be cool, with the air conditioning, we recommend that you bring an extra layer to wear if needed.

Class laptop requirements - Before Arriving at WPI:

*Please note: If the device you are bringing to WPI is managed by your school, these steps may need to be performed prior to leaving your school if IT support from your school is needed.*
- If your institution supports it, join the eduroam wireless network before departing your school.
- Perform Operating System security updates, patches, etc.
- Perform Endpoint Protection updates (anti-virus, anti-malware, etc.)
- Ensure you have a local administrator account username and password that is known by you.
- Identify firewalls and VPNs installed on your device and understand that they may need to be disabled to operate on the WPI network.
- Install all Project Lead The Way software prerequisites

WPI Lodging:
- For those of you who have selected to stay in Faraday Hall, the WPI Dorm, Sunday night lodging and Monday breakfast are included.
- Sunday arrivals between 3 – 7 pm should check in at Faraday Hall.
- Sunday arrivals before or after 3 – 7 pm will need to check in with the WPI Campus Police, in Founders Hall. Easiest access is from the Dean Street Parking lot.
- Local teachers who are staying the dorm are welcome to drive to campus early Monday morning and settle into the dorm on Monday evening.
- Information about the WPI lodging and breakfast can be found [here](#).

You are responsible for your own travel arrangements. Information about airports and transportation can be found on our [core training website](#).