

Greetings Symposium Presenters,

This email is to provide you a status as to where we are on presentation materials as well as some key information you need to know. By now, all who have agreed to use NC WISE materials to present should have received a formatted copy of the materials or have been contacted by phone to give you a status.

If you have not received your materials, have not been contacted directly, or have any concerns about the materials provided, please respond to this email directly as soon as possible.

For those of you who have elected to create your own, or are presenting information relevant to NC WISE but not directly related to function this email serves as a reminder that all completed materials are due back to DPI no later than **Friday, February 5th, 2010**.

If you would like to use the 'One Team' format for your presentation, please contact us and we will be happy to provide you the template. If you have any questions on the use of the template, please feel free to contact us.

Additionally, we are holding two more conference calls for any presenters with questions or concerns:

Tuesday January 19th, 2010; 1:30 PM

Reserve your Webinar seat now at:

<https://www1.gotomeeting.com/register/666493968>

Monday February 15th, 2010; 1:30 PM

Reserve your Webinar seat now at:

<https://www1.gotomeeting.com/register/146705880>

And finally, for those presenters who will arrive on Sunday evening we will have a meet and greet from 6:30 to 6:45 in the banquet room located behind the restaurant in the conference center. We'd like to get an idea of who will be attending.

Thank you for your time and consideration. Please pass this information on to any facilitators who have agreed to partner with you for your presentation.

We look forward to working with you!

NC WISE Symposium Planning Committee