

**DEPARTMENT OF PUBLIC AFFAIRS
PA/PB SUMMARY SCHEDULE FOR N-TRAIN 2006
27-29 JAN 06
Joint sessions in BOLD**

1/5/2006 12:38

FRI NIGHT	PA	PB
1900-2000	Introduction, survey of PA/PB problem areas Instructors Nick, Tarlson, Ed Sweeney, et. al.	Introduction, survey of PA/PB problem areas Instructors Nick, Tarlson, Ed Sweeney, et. al.
2000-2200	Joint Session with PA/PB/CS/PS Recruiting issues, standard content for web sites Instructors Nick, Tarlson, Ed Sweeney, et. al.	Joint Session with PA/PB/CS/PS Recruiting issues, standard content for web sites Instructors Nick, Tarlson, Ed Sweeney, et. al.
SAT MORNING	PA	PB
0800-0900	Opening Session at N-TRAIN	Opening Session at N-TRAIN
0900-0930	FHTN (Instructor Glenn Martinez)	Glitz vs. Guts (Instructor Mel Borofsky)
0930-1000	AWW (Instructor: Ed Sweeney) Setting up a professional display exhibit (Instructor Stu Soffer/Video)	Glitz vs. Guts cont'd (Instructor Mel Borofsky)
1000-1030		Electronic Publications Q & A (Jim Derrico)
1030-1045	Break	Break
1045-1130	Audio, Video, Photo programs (various instructors)	Nuts and Bolts for PB Officers (Instructor: Mel Borofsky)
1130-1200	Review of Public Affairs policy (Instructor Robert Nelson)	Nuts and Bolts for PB Officers (Instructor: Mel Borofsky)
1200-1300	LUNCH	LUNCH
SAT AFTERNOON	PA	PB
1300-1500	PA Nuts & Bolts -a refresher on news releases, media relations community outreach, internal communications (Instructors Robert Nelson & Debbie Engel)	Problem solving for PB Officers (instructors Mel Borofsky and Rob Westcott)
1500-1515	Break	Break
1515-1600	Resources and Tools for PAs (Instructor Robert Nelson)	Roundtable discussion on PB topics (led by Mel Borofsky & Del McEwen)
1600-1645	PQS/ Recognition program (Instructor Robert Nelson, et. al.)	Roundtable discussion on PB topics (led by Mel Borofsky & Del McEwen)

SUN MORNING**PA****PB**

0800-0945	Joint Session: Leadership principles and the PA/PB Officers (Instructor Ed Sweeney)	Joint Session: Leadership principles and the PA/PB Officers (Instructor Ed Sweeney)
0945-1000	Break	Break
1000-1130	Joint Session Teamwork principles and the PA/PB Officers (Instructor Ed Sweeney)	Joint Session Teamwork principles and the PA/PB Officers (Instructor Ed Sweeney)
1130-1200	Open Discussion/Closing Remarks (Nick Tarlson/Ed Sweeney)	Open Discussion/Closing Remarks (Nick Tarlson/Ed Sweeney)
1200	RTB - Travel Safely	RTB - Travel Safely