



GENERAL ORIENTATION

Welcome to



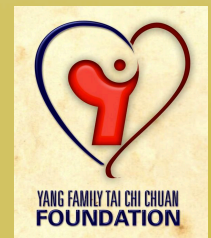
*The Second International
Tai Chi Chuan Symposium*

The City of Louisville



Spalding University

Hosted by the Yang Family Tai Chi Chuan Foundation



Orientation

- What's Happening
 - Symposium Synopsis
 - Arrival, Check-in and Registration
 - Welcome bag
 - Residence Registration
 - Meals
 - Silk Road
 - Poster Presentations
- Where It's Happening
 - Symposium Locations
 - Maps
- When It's Happening
 - Symposium Schedule Overview
 - Group A and B Scheduling
- How It's Happening
 - Protocol and Etiquette
- Other Information
- Important Contacts



What's Happening

Symposium Synopsis

The Symposium elements include

- ❖ Pre-symposium Workshops
- ❖ Opening Ceremonies
- ❖ Sunrise practice sessions
- ❖ Registration, Check-in and Orientation
- ❖ Silk Road Bazaar
- ❖ Academic Poster Presentations
- ❖ Grandmaster Keynote Addresses
- ❖ Grandmaster Workshops
- ❖ Academic Sessions
- ❖ Welcome Banquet
- ❖ Academic Keynote and Panel Discussion with Researchers and Grandmasters
- ❖ Grand Showcase
- ❖ QICP - Qualified Instructor Certification Program
- ❖ Closing Ceremonies
- ❖ Friendship Party and Farewell

Symposium Registration

Arrival and Registration/Check-In

- **Check-In:** Verify your registration and receive your identification badge, welcome bag and Symposium Notebook.
- You need to come to Symposium Registration and Check-in only once, before attending your first session.
- ***Welcome Bag:*** You will get a “Welcome Bag” at check-in with the Symposium Notebook, a full schedule and other useful information.

Symposium Registration (cont.)

Onsite Registration Options

You can add any of these to your registration at check in for yourself, spouse, partner or friend:

1. Pre-symposium Workshops A,B,C,D
2. Qualified Instructor Certification Program enrollment (note: registration for this program is limited)
3. Daily Attendance Pass - anyone can purchase “by-the-day” passes
4. Additional tickets to the following Symposium events:
 - a. Grand Opening (Sunday, July 6)
 - b. Academic Keynote Address and Panel Discussion with Academics and Grandmasters (Tuesday, July 8)
 - c. Grand Showcase - Masters Demonstrations (Thursday, July 10)
 - d. Friendship Party and Farewell (Friday, July 11)

Tickets for these events will be available at the door as well.

Payment may be by cash or credit card only. We cannot accept personal or business checks. Thank you for your understanding.

Symposium Registration Hours

- Courtesy Early Check-in and Registration
 - Morrison Residence Hall (beside Spalding's check-in for on-campus housing)
 - Friday, July 4: 4:00 - 6:00 p.m.
- Symposium Registration/Check-In Schedule
 - Spalding University Center Ballroom
 - Daily: Saturday, July 5 and Sunday, July 6: 8:00 a.m. - 9:00 p.m.
 - Monday - Friday, July 7 - 11: 7:00 - 8:30 a.m.
 - *Thursday, July 10: 8:00 - 8:30 a.m. only

Campus Residence Registration

1. Spalding University Morrison Residence Hall

Check-in is at Morrison Hall anytime beginning at 3:00 p.m. on July 4. You will need to show identification when you check in.



Campus Residence Registration

2. University of Louisville Wellness House



Louisville Hall



Check-in on Friday, July 4 is from 4:30-7:30 p.m. All other days it is from 10 a.m. to 11 p.m. at Louisville Hall.

Room keys will be handed out at that time.

You will need to show identification.

Bus and parking passes will be distributed at the Symposium Registration desk from July 5 on at.

Meals

- Spalding Campus Dining Hall

- If you purchased Spalding's meal plan, your breakfast and lunch are at the **Dining Commons, Kosair Shrine Temple Building #11** on Second Street



- Hours are: 7:00 - 8:30 a.m. and 12:00 a.m. - 1:30 p.m.
- Meal tickets may be purchased beside the Symposium Registration desk through July 7. Please pay by cash or with a major credit card.

- Breakfast, Lunch and Dinner

- Enjoy these meals anywhere with friends new and old.

Welcome Banquet:

Monday, July 7

Seelbach Hilton Hotel

Cocktails: 7:15 p.m. in the Lobby, Doors open: 7:30 p.m.

Silk Road Bazaar

Spalding University Center Ballroom

Opens daily at 8:00 a.m. Sunday through Friday

Closes most days at 6:30 p.m.

Closes at 2:00 p.m. on Friday

(Will be temporarily closed while Symposium sessions are taking place)

DVDs, books, music and other items to support the instructional sessions and to enhance your studies

Academic Poster Presentations

Spalding University Center Ballroom

Posters on research information by individuals or research teams, illustrating their research methods and outcomes



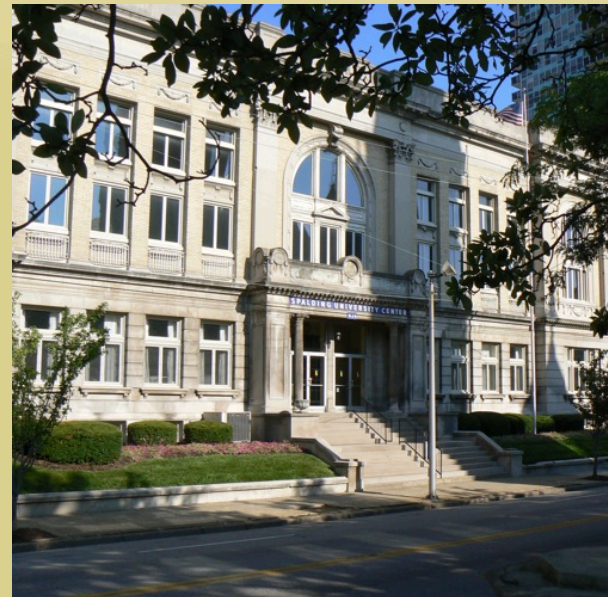
Where It's Happening

Symposium Locations

Symposium events, times, descriptions, and locations are listed on the Symposium website, <http://taichisymposium.com/> under menu item “Symposium” then “Program and Schedule.”

Symposium venues are:

1. Spalding University Center
 - 824 South Fourth Street
 - a. Auditorium
 - b. Gymnasium
 - c. Ballroom



Symposium Locations

2. Presentation Academy Gymnasium



900 South Fourth Street

3. Fourth Street Live!



400 South Fourth Street

Symposium Locations

4. Seelbach Hilton Hotel



500 South Fourth Street

5. Muhammad Ali Center



144 North Sixth Street



Addresses and Parking

Spalding University

Spalding University Center

824 South Fourth Street

Presentation Academy Gymnasium

900 South Fourth Street

Dining Commons, Kosair Shrine Temple

812 South Second Street

Morrison Residence Hall

947 South Fourth Street

Parking

Lots E and G are open to Symposium attendees.
You do need a parking permit to put on your car
dashboard.

Fourth Street Live! and Seelbach Hilton

Fourth Street Live! 400 South Fourth Street

The Seelbach Hilton Hotel 500 South Fourth Street

Parking

- There are more than 6000 parking spaces within two blocks of Fourth Street Live! and the Seelbach Hilton Hotel.
- VALET PARKING is located at the intersection of Muhammad Ali Boulevard and 4th Street (\$26 per day).
- PUBLIC PARKING is located at the Fourth Street Live! Garage adjacent to Fourth Street Live! on Fifth Street between Muhammad Ali and Liberty.
- Additional parking is offered at the Seelbach Garage (\$18/day), Hyatt Garage, and Starks Garage (\$8/day).
- On-street metered parking where permitted.
- Off-street parking on flat lots (\$5/day) or other public garages (\$9-15/day).

Muhammad Ali Center

Muhammad Ali Center

144 North Sixth Street

Parking at The Ali Center

Parking is available in the parking garage conveniently located under the Muhammad Ali Center.

University of Louisville Addresses and Parking

Wellness Hall Residence	2300 South Third Street
Louisville Hall Residence	318 Brandeis Avenue

Parking

Parking lots Yellow A Yellow B assigned to Symposium participants. They are located right next to Louisville Hall and Wellness Hall.

Fee: \$10/week

Parking passes may be picked up at the Symposium Registration desk beginning July 5



Maps

Louisville, Kentucky U.S.A.



Spalding University

Airport

Symposium Venues

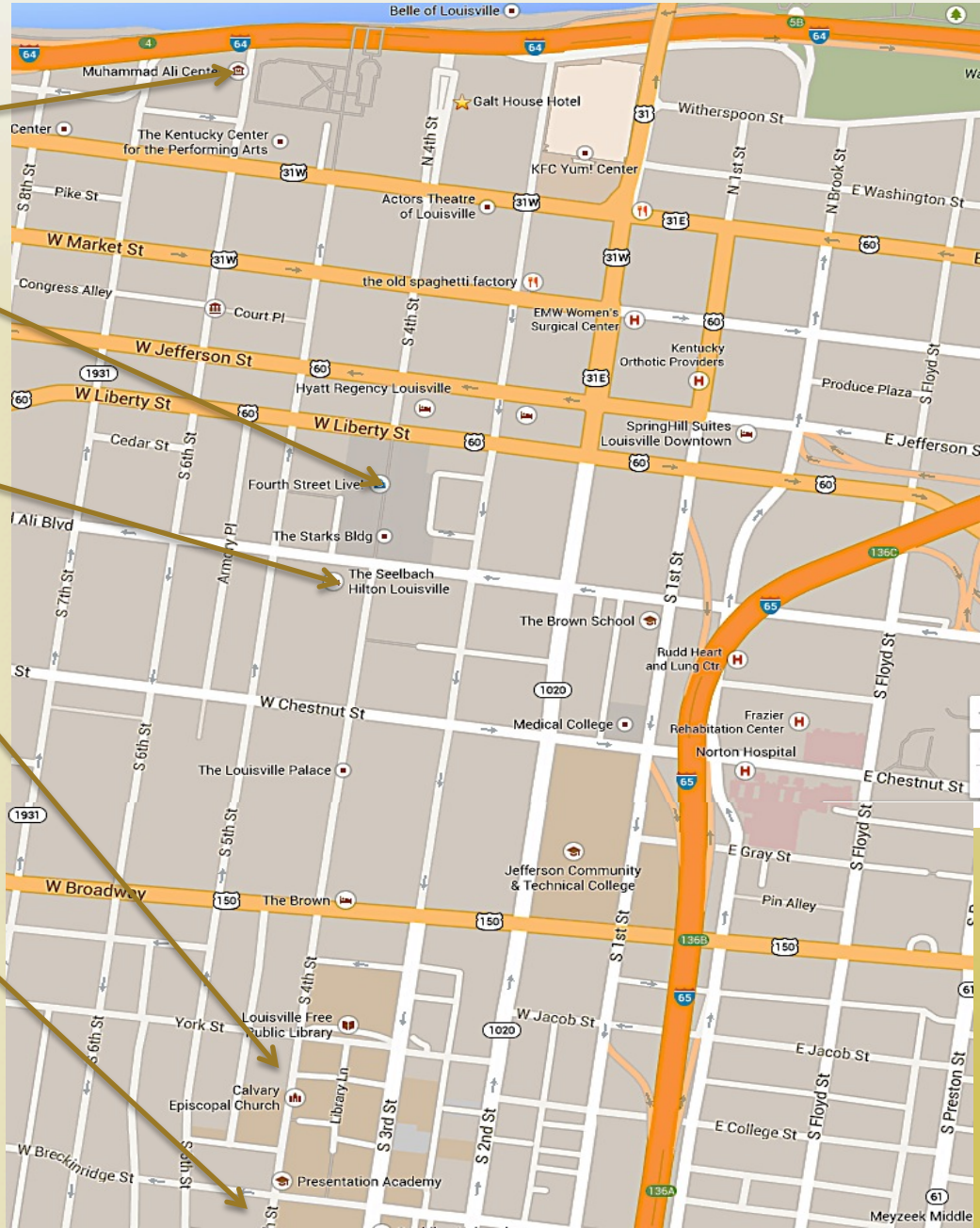
Muhammad Ali Center
144 North 6th St.

Fourth Street Live!
400 South 4th St.

Seelbach Hilton Hotel
500 South 4th St.

Spalding University Center
824 South 4th St.

Presentation Academy Gymnasium
900 South 4th St.





Downtown
Louisville



Spalding University
 901 South Fourth Street
 Louisville KY 40203-2213
 (502) 585-9911
 (800) 896-8941
www.spalding.edu

Spalding Campus Location Guide

- 1 Spalding University Center**
•Athletics •Auditorium •Ballroom •Gym
- 2a Mansion West**
• Business Office • College of Education • Mail/Copy Center
• Master of Fine Arts in Writing Program • School of Business
• School of Communication • Classrooms
- 2b Tompkins-Buchanan Rankin Mansion**
• Chapel • College of Education • School of Liberal Studies
• Classrooms
- 2c Mansion East**
• Applied Behavior Analysis Program • Art Studio
• Oak Conference Room • School of Professional Psychology
• School of Social Work • Classrooms
- 3 Egan Leadership Center**
• Academic Resource Center SOUTH; academic advising,
accessibility services, career services • **Admissions**
• Adult Accelerated Program • Bookstore • Bursar's Office
• Campus Caf e • Enrollment Services • Financial Aid •
International Programs • Lectorium • Registrar
• Student Counseling Center • Student Development &
Campus Life • Student Lounge • Classrooms
- 4 Republic Bank Academic Center**
- 5 Morrison Hall** • Student Residence
- 6 Teilhard Hall**
• Kentucky School of Art • Information Technology • Classrooms
- 6a Teilhard Hall Annex**
• Campus Safety Office
- 7 Library**
• Academic Resource Center NORTH; academic coaching,
math lab, writing center • Computer Labs • Huff Art Gallery
• Library Lecture Lounge • Classrooms
- 8 Third Street Academic Center**
• Advancement & Philanthropy • Human Resources
• Institutional Effectiveness & Research • Marketing &
Public Relations • Office of the President
• Office of the Provost • Classrooms
- 9 Kosair Charities College of Health & Natural Sciences**
• Auerbach School of Occupational Therapy • EnTech
• Norton Healthcare Learning Lab • School of Natural Science
• School of Nursing • Classrooms
- 10 Spalding Suites**
• Student Residence
- 11 Kosair Shrine Temple**
• Dining Commons • K.I.T.E Camp
- 12 Presentation Academy Gymnasium**

Spalding Campus Parking (P)

Visitors, Faculty & Staff Lot **A D** Reserved lot only **J**
 Visitors, Faculty, Staff & Students Lots **C E F H K L**
 Visitor permit required; Spaces reserved for visitors only available in Lots **A L**



Smoke Free Campus

University Residences

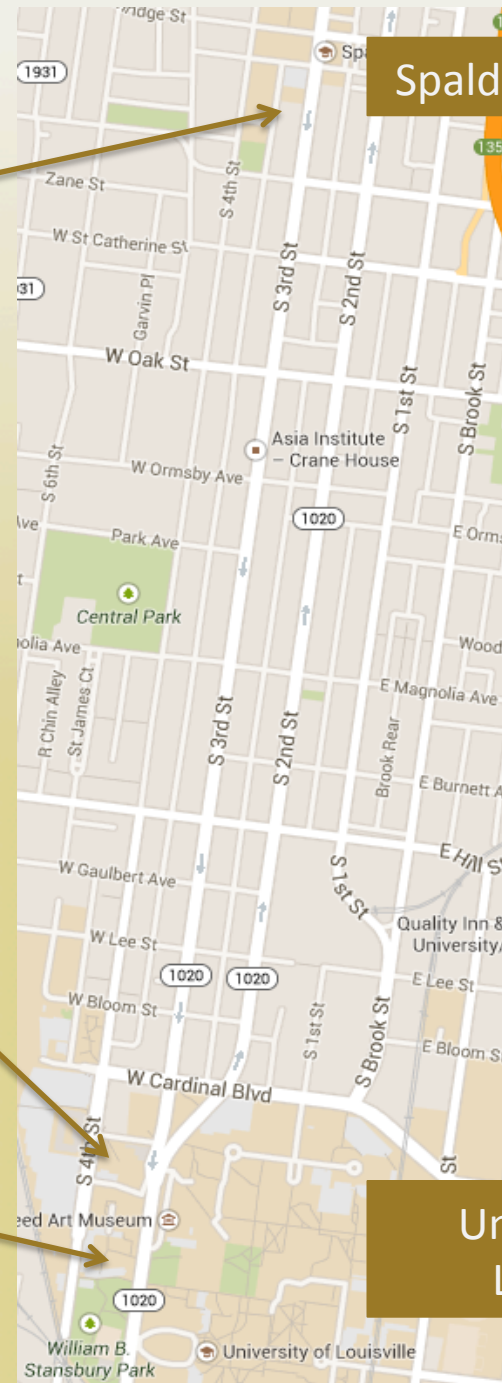
Morrison Residence Hall
947 South Fourth Street

Spalding University

Louisville Hall Residence
318 Brandeis Avenue

Wellness House Residence
2300 South Third Street

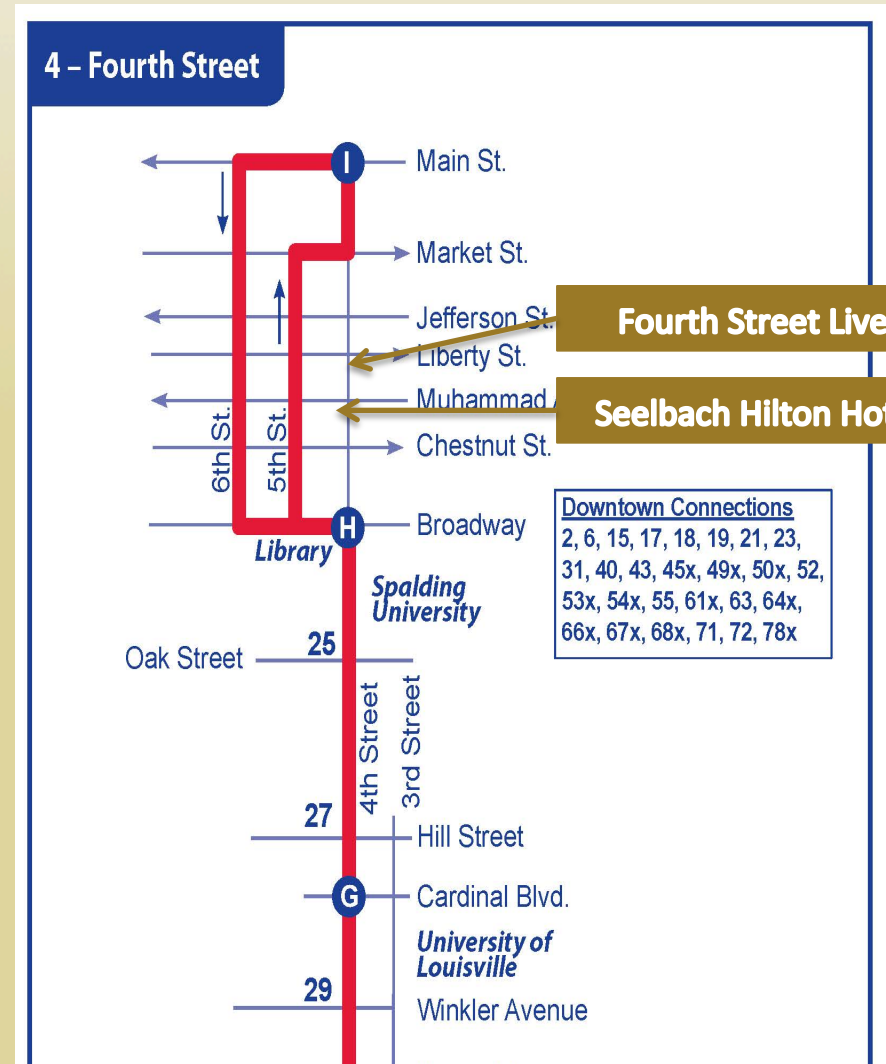
University of
Louisville



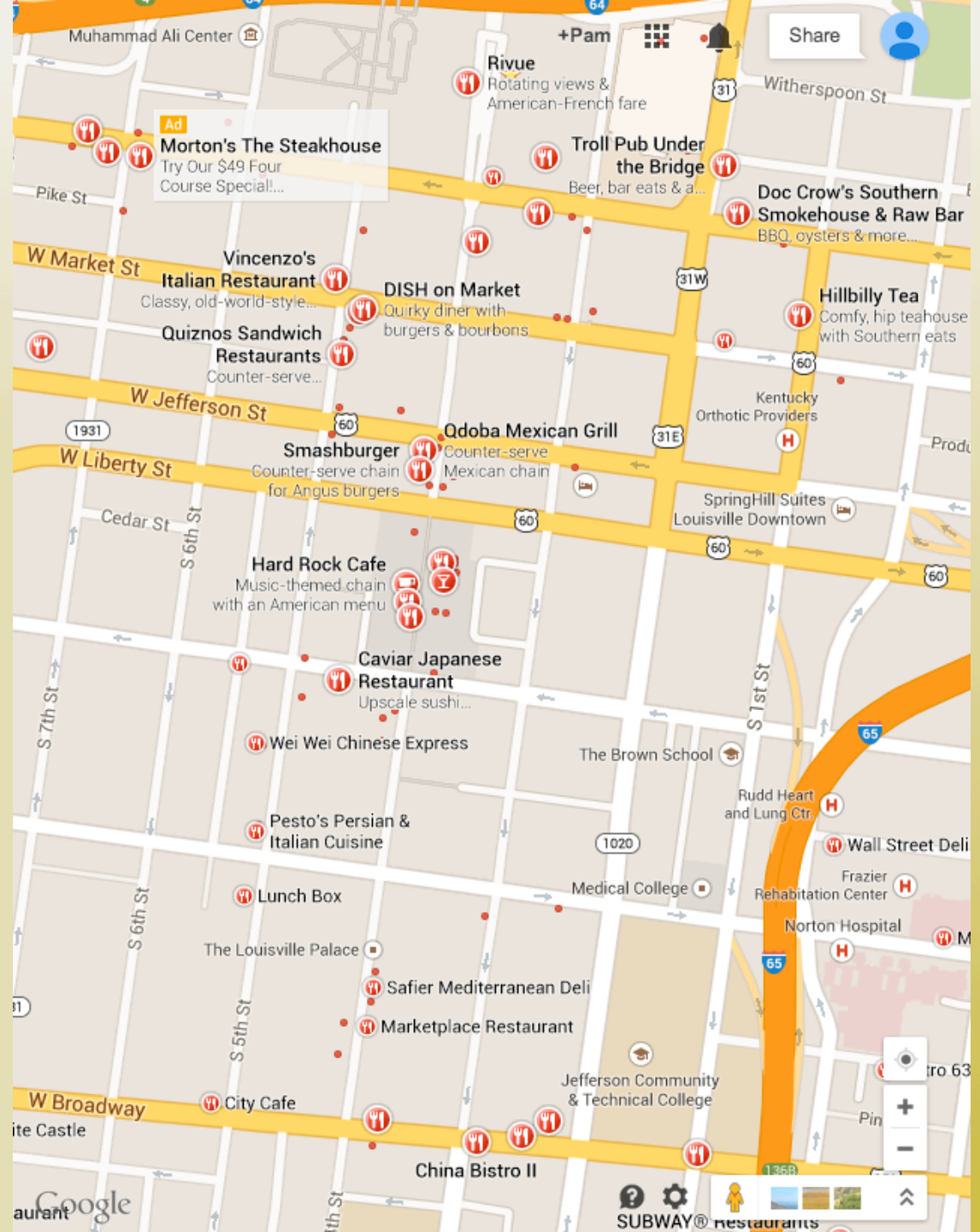
Bus Route

- Tarc #4 Bus runs between University of Louisville, Spalding University and Downtown.
- Cost: \$15 for 10 passes
- More information go to:

www.ridetarc.org



*Louisville
Restaurants
near
Spalding
every red dot is an
eatery*





When It's Happening

Symposium Schedule Overview

	Sat. Jul 5	Sun. Jul 6	Mon. Jul 7	Tues. Jul 8	Wed. Jul 9	Thu. Jul 10	Fri. Jul 11
6:15			Sunrise Practise	Sunrise Practise	Sunrise Practise	Community Practise	Sunrise Practise
7:00			Registration/ Orientation Breakfast	Registration/ Orientation Breakfast	Registration/ Orientation Breakfast	Breakfast starts @ 7:45	Registration/ Orientation Breakfast
8:00	Registration/ Orientation	Registration/ Orientation Silk Road	Silk Road & Academic Posters	Silk Road & Academic Posters	Silk Road & Academic Posters	Registration/ Orientation Silk Road	Silk Road & Academic Posters
8:45			Grandmaster Keynote	Grandmaster Keynote	Grandmaster Keynote	Grandmaster Keynote	Grandmaster Keynote
10:00	Pre-Symposium Workshop A	Pre-Symposium Workshop C					
10:15			Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops
11:45			Lunch	Lunch	Lunch	Lunch	Lunch
12:00		Lunch					
1:45			Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops	Grandmaster Workshops
2:00	Pre-Symposium Workshop B	Pre-Symposium Workshop D					Silk Road Closes
3:45			Academic Session	Academic Session	Academic Session	Grandmaster Keynote	Closing Ceremonies
4:15		QICP Practical Session 1					
4:30		Reception					
5:30		Opening Ceremonies			QICP Practical Session 4		
6:00			QICP Practical Session 2				
6:15				QICP Practical Session 3		QICP Practical Session 5	
6:30					QICP Pedagogy Session		
7:15			Welcome Banquet	Academic Keynote Address & Panel Discussion		Grand Showcase	Friendship Party and Farewell

Morning Practices

Two Morning Sunrise Practices take place simultaneously each weekday morning (except Thursday).

1. Outdoor @
Fourth Street Live!



2. Indoor @
Spalding University Center Gym



You choose which one to attend as you please.

Thursday Morning Practice

is

The Open Community Practice

at Fourth Street Live!

A unified practice

This event is a Greater Louisville Open Community Practice with all the Grandmasters, and open to the public.

Scheduling for Grandmaster Workshops Groups A or B

- You are assigned to either Group A or Group B for the Grandmaster workshops
- Your group always goes to the same gym:
 - Group A to the Presentation Academy Gym;
 - Group B to the Spalding University Center Gym
- The Grandmasters rotate to your gym
- Following your group schedule assures that you get to participate in both Part One and Part Two of each Grandmaster workshop.

In the spirit of “one family,” the Grandmasters respectfully request that participants do not repeat any of their workshops, but instead take advantage of this schedule and sample all five family styles.



How it Happens

Etiquette and Protocol

Etiquette: Be On Time

- ✓ This means arriving 5 - 10 minutes early, so you have time to get settled before the session starts.



Etiquette: Electronics Off

- ✓ Turn off all electronic devices:
cell phones, iPads, tablets, etc.



- ✓ No photography or video recording,
please.

Etiquette: Designated Areas

- ✓ There are designated areas for media and official photographer and videographers. Please respect these spaces and not obscure their line of sight.

Professionally produced DVDs of the proceedings are being made. You may order them at the Registration Desk or the Yang Association table at the Silk Road Bazaar.

Protocol: ID Badges

Your identification badge is color coded and keyed to your registration

- ✓ Wear your identification badge to every event, including the Banquet
- ✓ Staff will ask to see you ID badge as you enter each venue.
Please have it visible as a courtesy to them.



Protocol: Arriving At A Venue

- ✓ Present your identification badge to a Greeter
- ✓ QICP participants please present your ID badge to the QICP Greeter who will stamp your ledger
- ✓ Enter the venue and get yourself settled as quickly as possible; minimal lingering in the lobby, please

Protocol: Addressing a Grandmaster

When addressing or referring to a Grandmaster,
please use the title “laoshi” or “Master”

e.g. Yang, laoshi or Master Yang
 Chen, laoshi or Master Chen

Workshop Protocol

- ✓ Place personal items at the back of the gym; leave sides open for movement.
- ✓ Wear appropriate footwear; no street shoes on the gym floor.
- ✓ Follow Venue Manager's instructions to line up for the Grandmaster's entrance

Workshop Protocol: Greeting

At the start of the session:

The Grandmaster will salute and greet you with,

“ Tongxuemen, hao “

You salute in return and respond with,

“(GM surname) Laoshi, hao”

At the end of the session:

The Grandmaster will salute you and say

“Tongxuemen, zàijiàn”

You salute in return and respond with,

“(GM surname) Laoshi, zàijiàn”

Protocol

Asking Questions During a Session

- ✓ **During general sessions, Grandmaster keynotes, Grandmaster workshops, and Academic lectures**

Due to time constraints, these sessions are not open to unscheduled questions. In some, there may be an announced time and opportunity to ask questions.

- ✓ **During the Panel Discussion**

At the designated time, your question will be previewed by a floor manager.

Protocol: Exiting a Venue

When the session is over

- ✓ Be sure to gather up all your belongings
- ✓ Dispose of any garbage and litter; place recyclables in the designated area
- ✓ Leave the venue as quickly as possible; minimal lingering about, please.



Other Information

What to Wear

- All Symposium events, except for the Banquet, are “casual.” Be comfortable.
- Your Symposium t-shirt, of course!
- Shoes: Please bring clean athletic shoes for the sessions in the gymnasiums.
- Banquet: Dress for the banquet is “informal,” but remember we are hosting dignitaries from China and the United States.

Weather

It's July! It's Louisville!

- Temperatures will likely be from 78° - 98° F (27° - 37° C)
- It will likely be very humid.
- All buildings are air-conditioned for comfort.
- Rain and thunderstorms - summer days and nights often have brief thunderstorms. You may want to bring an umbrella or light rain gear.
- Tornadoes: These phenomena of nature are uncommon but not unheard of here. The National Weather Service issues alerts if there's a possibility of danger. Every public building has notices about where to shelter.



Important Contact Numbers

Emergency Numbers

Standard Emergency Number in the United States: **911**

An emergency is any situation that requires immediate assistance from the police, fire department or ambulance.

Spalding University: 502-873-4444

or 4444 from any campus extension phone

All Campus Emergencies are handled through the University's
Campus Safety Department

University of Louisville: 502-852-6111

or 6111 from any campus extension phone

All Campus Emergencies are handled through the University's
Department of Public Safety



Enjoy the Symposium!