Conference Checklist

Prior to Arrival

Check that Simons Search Light is up to date
Watch A Rare Reality podcast regarding the conference
Watch the Ask Me Anything Recording on JGA YouTube page
Sign the consent received from Columbia (RedCap_Irving via email)
Complete Pedicat Questionnaire from Columbia
Complete Caregiver Burden Inventory from Columbia
Set up Whova Account
Sign up in Whova for interviews, kids workshops, Deep Dive, Family Roundtable Discussion
Collect infant’s and toddler’s needs for conference child care (diapers, bottles, food, etc.)
Check email from Columbia Team for Research Schedule

Upon Arrival

Stop by the JGA Team at the front desk and pick up binders and t-shirts (At Check-In)
Sign the registration sheet and add phone numbers for contact (At Check-In)
Stop by the photo booth for a family picture (Friday Reception)
Wear your Corporate Kids bracelet on Saturday and Sunday (Given by Corporate Kids)
Sit at a different table number during each meal
Write down your actions and takeaways
Collect passport stamps
Tag on Social Media #JGANYC2022
After departure:

- Submit your questions to the research team through Whova (Saturday)
- Check out research posters in Landmark Hall (Saturday PM)
- Wear your shirts for the group picture (Sunday at 9:00 AM)

Upload your pictures to the Facebook album
Follow up on actions and takeaways
Complete the post-conference survey