

AIA/CES Provider Workshop

How to Develop a Sustainable Design Course

Hosted by AIA National

Because the need for sustainable design courses is so strong at this time, this workshop will not only cover the AIA/CES SD requirements, but walk you through examples of existing courses and how to target your audience to meet their needs. Through lecture, round table discussion, and demonstrations, AIA/CES Registered Providers in this workshop should be able to successfully develop and register a quality SD continuing education course meeting the AIA/CES SD requirements and guidelines

Seating limited intentionally to benefit you. So, mark your calendar and reserve your space!

AGENDA

- 8:30-9:00am:** Continental Breakfast
- 9:00-9:30am:** Welcome and Introductions
- 9:30-10:30am:** State of Continuing Education, overview of AIA/CES SD requirements for AIA Members and the COTE Top 10 and 50/50 defined
- 10:30-10:45am:** Break
- 10:45am-12:00pm:** Walk through examples of quality SD courses with AIA Seattle
- 12:00-12:30pm:** Lunch
- 12:30-1:00pm:** Round table discussion about how SD requirements relate specifically to company and courses you might offer now or in the future
- 1:00-1:30pm:** How to register a course online using the AIA/CES system
- 1:30-2:30pm:** How to market and advertise your continuing education courses to Members and how you can help them meet their SD requirements
- 2:30-2:45pm:** Break
- 2:45-3:30pm:** What will AIA do to ensure that only courses that discuss SD features be registered and approved for SD learning units?
- 3:30-4:00pm:** Break -out session or panel discussion (TBD)
- 4:30 p.m. –** Wrap up/Adjourn

*Guest Speakers include Janet Stephenson, AIA Seattle and Stephanie Vierra, Assoc. AIA, Vierra Design & Education Services, LLC

Please answer the following so we can make this workshop most effective for you:
What fuels your interest in attending this workshop?

What do you hope to gain from this workshop? (Expectations)

If you are a CES Provider, please list any courses you currently provide:

Wednesday, December 16 2009
8:30 a.m. – 4:30 p.m.
MEETING TO BE HELD AT:
The American Institute of Architects
1735 New York Ave, NW
Washington, DC 20006

COST: \$50 – Current AIA Providers
\$75 - Non Providers
Free – AIA Components



Registration (one per person – print clearly)

Name CES Provider Number (if current Provider)

Company/Organization

Address

City State Zip

Telephone Fax

Email *(required)*

Dietary restrictions/ Special Dietary Requests

- I have enclosed my check made payable to AIA/CES
- Please charge my: Amex MasterCard Visa
- \$50 CES Provider # required** _____ **\$75 all others**

Card number Expiration date

Name as it appears on the card

Billing address (if different from above contact information)

Signature

Mail/FAX to: AIA/CES 1735 New York Avenue, NW, Washington, DC 20006/ 202-626-7425

Program Information: Sara Thomas, CES Provider Manager, AIA National – Washington, DC

Phone: 800-242-3837 option 3 **email:** sthomas@aia.org