

July 21, 2022

Dear NTI Participant:

On behalf of the *electrical training ALLIANCE*, The University of Michigan, and the City of Ann Arbor, we would like to welcome you to the 31st Annual National Training Institute (NTI). Our plans are complete, and we are anticipating your arrival in Ann Arbor. For those who have previously attended NTI, you will notice some differences and some improvements as we strive to make each year better than the last. For those of you attending for the first time, we are certain that you will be pleased with all that NTI has to offer. We continue to revise Technical Programs and add exhibitors to the Trade Show, as well as customize the separate programs for Instructors, Journeymen, Training Directors, JATC Committee Members, and Outstanding Apprentice Graduates.

With the rise in Covid-19 infections we are asking you to take an at home Covid test prior to traveling to NTI. We want to ensure the safety of everyone in attendance. If you test positive, please email [Tim Strickland](mailto:Tim.Strickland@electricaltrainingalliance.org) with your information and your registration will be fully refunded.

Your first stop from the Airport should be your hotel or Dorm where you have reservations for the week. Do not go straight to the Trade Show from the Airport. Transportation from the Detroit Airport to the campus and downtown area is available in a couple of ways. Taxi – between \$50 and \$65 one-way; and rental car (reserve early, all companies will be sold out early for this week). There are also some shuttle/sedan services (reservations required) as listed on the [Ann Arbor Visitor's website](http://www.annarborvisitor.com). There is **no public transportation** into downtown Ann Arbor from the airport. Once you get to the University Dorm (North Quad) or official NTI hotels (South Campus: Courtyard by Marriott, Sheraton Ann Arbor, Kensington Hotel, Hampton Inn South, Hyatt Place Ann Arbor, Holiday Inn Hotel & Suites, Sonesta Suites; Central Campus: Bell Tower, The Graduate and Residence Inn Downtown; North Campus: DoubleTree by Hilton, Hampton Inn North, Microtel Inn, Residence Inn North, and West Ann Arbor: Weber's Boutique Hotel, Hampton Inn West and Wyndham Garden West, there will be FREE NTI shuttles running from Saturday, July 30 beginning at 9:30 a.m. through 5:00 p.m. Friday, August 5 – [click here for shuttle stop information](#).

Those staying in the hotels recommended by the *electrical training ALLIANCE* **MUST** ride the official shuttle buses to the University, as parking is extremely limited and parking passes are not available. **Cars will be towed.** Parking tickets cannot be "fixed" for anyone. If you get a parking ticket, you will have to pay it.

If any participant has needs of handicap access transportation or other special needs, please contact Tim Strickland at tstrickland@electricaltrainingalliance.org to make arrangements.

ON-CAMPUS HOUSING

On-Campus Housing is the North Quad. North Quad is the University of Michigan's first new residence hall built since 1967. North Quad opened in fall of 2010 with a combination of residence hall rooms and academic classroom space. Private singles are most common, and they include semi-private bath facilities. There are also Double Suites available that include a living area, two-bedrooms, and a private bath. The Double Suites can hold up to four overnight guests. All rooms are air conditioned.

All reservations for On-Campus housing should have been made by you directly with the Campus Housing staff as noted in the Registration Information Book or the [NTI website](#). **All participants staying at North Quad Residence Hall must provide proof of vaccination for COVID-19. If a participant is diagnosed with Covid during their stay, they will have 24 hours to move to another designated Dorm.**

Technical Training Group (T-Group)

All Technical Training courses will be at the University of Michigan's Central Campus.

Some technical classes start prior to regularly scheduled NTI courses. The classes that will start early are listed below. If you have registered for one of these classes, you **MUST** be in attendance for the entire early session. Transportation will be provided from your hotel to these courses.

YOUR REGISTRATION PACKET WILL BE GIVEN TO YOU AT THE FIRST CLASS. THIS HAS YOUR NAME BADGE FOR THE WEEK. DO NOT LOSE THIS. YOU WILL NOT NEED TO STAND IN LINE TO PICK UP ANY ADDITIONAL INFORMATION DURING THE TRADE SHOW AT THE INDOOR TRAINING CENTER.

The times below are START TIMES for early courses. Transportation is arranged.

Course #	Course Title	Days & Hours	Location
T-301	OSHA 502	7/28 8:00 am – 5:00 pm 7/29 8:00 am – 5:00 pm 7/30 8:00 am – 2:30 pm	ML, Hussey
T-303	Coyne Basic Life Support/First Aid Refresher	7/30 8:00 am – Noon	ML, Room D
T-303	Coyne Basic Life Support/First Aid Refresher	7/31 8:00 am – Noon	ML, Room D
T-311	Craft Certification Performance Evaluator	7/29 8:00 am – 5:00 pm	Ann Arbor JATC

NTI 2022 CHECK-IN LOCATION

Participants will be picking up their participant packets at the Indoor Training Center on South Campus, (this is also the location of the Trade Show) on Saturday, July 30 from 9:30 a.m. to 5:00 p.m. Check-in is also available on Sunday, July 31 at the Indoor Training Center from 8:30 a.m. to Noon.

During Check-in, you and your family members will be given a personalized badge and ticket. **Badges must be worn at all events. The ticket will be required to receive gift bags and must be turned in at the *electrical training ALLIANCE* Gift booth by each registered participant. Registered family members must also turn in their ticket to receive their gifts.**

SHUTTLES

Shuttles will run continuously from 9:30 a.m. Saturday, July 30 through 11:00 p.m. and Sunday, July 31 the Shuttle will begin each day at 6:45 a.m. through 11:00 p.m. Beginning on Monday, August 1, the Shuttle will run each day from 6:30 a.m. to 11:00 p.m. except for Friday, shuttle service ends at 5:00 p.m. Shuttle services will run to and from the North Campus Hotels, South Campus Hotels, West Ann Arbor Hotels and Central Campus all week until 9:30 am and then starting again at 5:00 pm. After classes end each day, bus routes will shift to include Ann Arbor's Main Street to give participants access to the many restaurants and stores.

MEALS

Meals will begin on Sunday, July 31 at 11:30 a.m. at the Michigan League, Central Campus for T/C/SC/O Groups. Outstanding Apprentices Graduate and OM Group will eat at North Quad Dining. 1st and 2nd year I Group at the Ross-Winter Garden and Executive Dining Room. 3rd and 4th year I group will eat at Michigan League, Central Campus. Please refer to the [NTI Event Guide](#) or the new App for NTI for your daily lunch locations. When dining out in Ann Arbor, please keep in mind, Ann Arbor is just like your hometown restaurants. They are understaffed so please be patient and make reservations.

OUTSTANDING APPRENTICE GRADUATE (OA) GROUP

Outstanding Apprentice Graduates will have a meeting on **Sunday, July 31 at 8:30 a.m.** at the Indoor Training Center (Trade Show). Lunch will be 12:00 pm – 1:00 pm served at North Quad Dining, Central Campus. Your afternoon session will be 1:00 pm – 3:00 pm at the Modern Languages Building (MLB) Auditorium 4, Central Campus. At this meeting you will receive special gifts from several of our Training Partners.

You will be dismissed at 3:00 p.m. to return to your hotel or dorm to prepare for the Opening Ceremony. The Group will be meeting in the Angell Hall, Auditorium D starting Monday, August 1 at 7:30 a.m. Please make sure you read all other materials sent to you. There are important forms that need to be completed.

You will also be given instructions about Sunday Evening's Opening Ceremony, where you will be recognized in front of everyone in attendance at NTI. ***ALL Outstanding Apprentice Graduates will be required to wear***

***Business professional attire:**

Men – dress pants, shoes, shirt, and tie. Women – dress, or skirt or slacks and dress shirt.

Sunglasses, ball caps, tennis shoes, and other footwear (sandals, etc.) are not considered business professional attire.

TECHNICAL TRAINING NOTES

Some Technical Courses and the 1st – 4th Year Instructor Training Course require you to bring materials to class with you. If you are registered for the following classes, please bring the materials listed below with you.

ALL How to Teach

The *electrical training ALLIANCE* will provide you with an Instructor Guide or Student Workbook and the Textbook for the subject you are studying (if needed). **Most technical classes require the student to bring a laptop (Windows 8 or higher Operating System – no iPad or Android Tablets)**

The following class do NOT require you to bring a laptop

T-108 Coyne Basic Life Support
T-115 Instrumentation and Calibration Basics
T-116 FOA Certified Fiber Optic Technician (CFOT)
T-135 Construction Management Course
T-145 Test Instruments
T-164 Distribution Transformer Training
T-165 Digital Video Production for Training Effectiveness
T-171 Instrumentation and Calibration Advanced Hands-on
T-188 Trimble RTS
T-191 Introduction to Code Calculations
T-303 Coyne Basic Life Support/Refresher
T-311 Craft Certification Performance Evaluation Training

The following class require you to bring your own 2021 NFPA 70E® Book

T-208 70E, The Electrical Safety-Related Work Practices Course Based on the 2021 Edition TTT

The following class requires you to bring your own 2020 NEC® Book

T-103 Codeology
T-112 Grounding and Bonding Course, How to Teach
T-129 Overcurrent Protection Codes, Practices 3
T-130 Overcurrent Protection Codes, Practices 6
T-191 Introduction of Code Calculation (**and calculator**)

The following classes require you to bring your own 2017 NEC® Book:

T-105 Electric Vehicle Infrastructure Training Program (EVITP) 4.0 (**and calculator**)

INSTRUCTOR TRAINING NOTES (I GROUP) –

ALL Participants MUST bring a LAPTOP, notebook paper, and pen/pencil to NTI.

I GROUP START TIME: Instructor Training classes (I Group 2ND, 3RD & 4TH Year) will start at **10:00 a.m. on Sunday, July 31. I Group 1st Year will start at 8:00 a.m. on Sunday, July 31.** See the Schedule in the NTI Event Guide or NTI App for your classroom locations. The Event Guide is also available now on the NTI website by clicking this link: [NTI Event Guide](#)

- **All first-year participants** – if you do not arrive in time for the Trade Show and Registration Check-in, by 5:00 p.m. on Saturday, you will need to go directly to Ross School of Business on Sunday morning for your 8:00 a.m. class in Robertson Auditorium. You will be able to pick up your registration packet at the check-in table outside of Robertson Auditorium in Ross School of Business.
- **All other I-Group participants** – if you do not arrive in time for Registration Check-in before your 10:00am class on Sunday, you will need to go to your scheduled building location and pick up your packet in the NTI/etA office. (Mason Hall Room 2347 or Ross Room 1248)

Be sure to read the course information and complete the “Before Coming to NTI” activities found at <http://nti.electricaltrainingevents.org> click on Training and then I Group for the year you will be attending.

All I Group Participants

It is mandatory for those registered for ALL I Group classes to bring the following items to class.

- [Pre NTI Assignments](#), click on the year you are attending
- Pen/Pencil and Notebook
- Laptop with the Minimum Requirements:
 - Windows 8, 8.1, 10 or 11
 - Mac OS X 10.10 Yosemite or Newer
 - *No iPad or Android Tablets*
 - Ability to connect to local Wi-Fi
 - Have Admin Rights to add a program
 - Browsers If Windows: IE, Edge, Firefox & Chrome
 - Browsers If Mac: Safari, Firefox and Chrome
 - MS Office 2010 or newer (need Word, PowerPoint and Excel)

4th Year I Group Graduates

The 2022 NTI I Group 4th Year will meet at **4:00 p.m. on Monday, August 1** at Angell Hall, Auditorium C on Central Campus. **This is a MANDATORY meeting.** At this meeting you will be given details concerning the Commencement Exercises. You will also be given gifts from a few training partners. It is important that you attend this mandatory meeting. You will NOT receive the gifts if you are not in attendance. Before attending, be sure to read the [Graduate Letter](#) for important information.

Advanced Studies Courses (Course 65, 71, 75 & 80)

Participants in these courses are asked to bring a laptop computer.

☞ DON'T FORGET

**Fourth year and Advanced Studies graduates will need a coat and tie for men and pant suit/dress For women for the graduation ceremony Thursday evening (no tennis shoes).
Group Graduation photo will be taken prior to the ceremony at hill auditorium.**

**Graduation will be held at hill auditorium on Thursday at 6:00 p.m.
Making reservations early at one of the Participating restaurants is recommended.**

After you check-in, please download and view the ProTech Skills App for NTI information and schedules. Reading this will make it easy to follow the week's events. Your assigned classrooms, group sessions, technical courses, and other pertinent information will be listed. **Reminder: Instructor Training (I Group) 1st Year begins at 8:00 a.m. on Sunday, July 31.** Please note that your schedule includes assigned buildings with room numbers. A map will also be listed that will help you find the buildings on campus.

SPECIAL TUESDAY EVENING PRESENTATIONS At North Quad

Integrating Hands-On PLC and VFD Instruction Across the Curriculum American Technical Publishers, Inc.	Room 2175
Programmable Logic Relays and Their Place in the Classroom Indianapolis Electrical JATC	Room 1265
Hart Calibration, Instrumentation Maintenance, and the Fluke-754 Calibrators Fluke Corporation	Room 1185
A Preview of Significant 2023 NEC Changes Eaton Bussmann Division	Room 2255
Copper and Fiber Optic Cable Certification Fluke Corporation	Room 1255
Coyne Pediatric Basic Life Support Train-the-Trainer Coyne First Aid, Inc.	Room 1155

NTI "I", "OA", "T" GROUP CLASS TIMES

Below is a list of class *starting times*:

Sunday

8:00 a.m. - 11:50 a.m.	1 st Year I Group – Robertson Aud, Ross
9:00 a.m. - 11:50 a.m.	Adv Studies Course 80 – Mason Hall
10:00 a.m. - 11:50 a.m.	3 rd & 4 th Year I Group, Adv Studies Course 71 – Mason Hall
10:00 a.m. - 11:50 a.m.	2 nd Year I Group – Ross School of Business
11:30 a.m. - 1:00 p.m.	Lunch at the Michigan League for T Group
11:45 a.m. - 12:55 p.m.	Lunch at North Quad Dining for OA Group
12:00 p.m. - 1:00 p.m.	Lunch for 3 rd & 4 th Year and Advanced Studies I Group – Michigan League
12:00 p.m. - 1:00 p.m.	Lunch for 1 st , 2 nd Year I Group – Ross Bldg. Winter Garden & Executive Dining
1:00 p.m. - 3:00 p.m.	Outstanding Apprentice Graduate (OA) Group – MLB, Aud. #4
1:00 p.m. - 5:00 p.m.	All I Groups – Mason Hall, Blau Hall and Ross School of Business

Monday & Tuesday:

7:30 a.m. - 11:25 a.m.	OA Group, I Group or T Group
11:25 a.m. - 12:25 p.m.	Lunch - Check your schedule for lunch location
12:25 p.m. - 5:00 p.m.	OA Group, I Group or T Group

Wednesday:

7:30 a.m. - 11:25 a.m.	1 st , 2 nd , 3 rd , 4 th & Advanced Studies I Group, OA Group & T211, T213, T216 Group
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Thursday:

7:30 a.m. - 11:25 a.m. OA Group, I Group or T Group
 11:25 a.m. - 12:25 p.m. Lunch - Check your schedule for lunch location
 12:25 p.m. – 3:30 p.m. 4th Year and Course 80 I Group
 12:25 p.m. - 4:15 p.m. OA Group, I Group or T Group

Friday:

7:30 a.m. - 11:25 a.m. OA Group, I Group or T Group
 11:25 a.m. - 12:25 p.m. Lunch - Check your schedule for lunch location
 12:25 p.m. - 3:00 p.m. OA Group, I Group or T Group

“C/SC/O GROUP” SESSIONS

C/SC/O Groups will start on Sunday, July 31 with lunch at the Michigan League starting at 11:30 a.m. C/SC/O Group will then begin at 1:00 p.m. in Modern Languages Building, Auditorium #3. ALL those registered for C/SC/O Group should be in attendance for the Sunday sessions.

Laptops or portfolios are not needed at the Sunday sessions. The C/SC/O Group sessions will end just prior to the Opening Ceremony at Hill Auditorium. **Therefore, just bring yourself to the Sunday session. Leave your “stuff” in your room.**

C/SC Group

<i>Day</i>	<i>Start Time</i>	<i>Lunch Time</i>	<i>End Time</i>
Sunday	1:00 p.m.	11:30 – 1:00	5:00 p.m.
Monday	7:30 a.m.	11:45 – 12:45	5:00 p.m.
Tuesday	7:30 a.m.	11:45 – 12:45	5:00 p.m.
Wednesday	Golf Tournament or Other Activities		
Thursday	7:30 a.m.	11:55 – 1:15	4:05 p.m.
Friday	7:30 a.m.	11:55 – 1:00	3:00 p.m.

O Group

<i>Day</i>	<i>Start Time</i>	<i>End Time</i>
Sunday	1:00 p.m.	5:00 p.m.
Monday	7:30 a.m.	11:45 a.m.
Tuesday	7:30 a.m.	11:45 a.m.
Wednesday	Golf Tournament or Other Activities	
Thursday	7:30 a.m.	11:45 a.m.
Friday	7:30 a.m.	11:45 a.m.

Office Manager’s Group

Office Managers Group will meet Sunday, July 31 from 1:00 p.m. – 5:00 p.m., Monday, August 1 from 7:30 a.m. – 5:00 p.m. and Tuesday, August 2 from 7:30 a.m. – 11:45 a.m. Please check the schedule for room assignments and lunches: visit [OM Group](#) page on the website. For late check in, Michigan League, Noon - 5:00 p.m. on Sunday or prior to 7:30 a.m. on Monday, Michigan League, Room 2.

Installer/Technician Group

Installer/Technician Group will meet Sunday, July 31 from 1:00 p.m. – 5:00 p.m., Monday, August 1 from 7:30 a.m. – 5:00 p.m. and Tuesday, August 2 from 7:30 a.m. – 5:00 p.m. Please check the schedule for room assignments and lunches: visit [I/T Group](#) page on the website. For late check in, Michigan League, Noon - 5:00 p.m. on Sunday or prior to 7:30 a.m. on Monday, Michigan League, Room 2.

Get the new App for NTI and Follow Us on Social Media:

The PTSI App will again be used for NTI and is available now for Apple and Android Products. Follow us on Facebook: /IBEWNECAetA, Instagram: /ibewnecaeta, and Twitter @IBEWNECAetA

Download Your Schedule

Participants can view their schedule on a mobile device or computer. Schedules can also be printed for those who want a paper copy. The special URL to access your schedule is:

<https://www.electricaltrainingevents.org/event/389>

You simply enter your badge number, included in this email to retrieve your schedule. This can be found on your registration page at <https://electricaltrainingevents.org> or on your badge when you pick up your packet at NTI. Your schedule page can be bookmarked for quick access.

TRAVEL OUT AFTER NTI

I Group, T Group and OA Group classes end on Friday, August 5, at 3:00 p.m. ALL participants registered in these groups must stay through Friday 3:00 p.m. to receive completion certificates and CEUs. NO EXCEPTIONS. There will be NO opportunity for make-up assignments for missed course work. **If anyone leaves before 3:00 p.m. Friday, they will NOT receive credit for any training.**

Again, welcome to the City of Ann Arbor, the State of Michigan, and The University of Michigan. We have an exciting and busy program scheduled for you. We look forward to experiencing the 31st Annual National Training Institute with you!

Sincerely,



Todd Stafford
Executive Director