

Logistics Information for Siemens Power Academy TD - North America

Siemens Schenectady, New York USA

Please print this document and bring it with you to class.

COURSE LOCATION

Siemens Industry, Inc.
Siemens Power Technologies International
400 State St. 3rd Floor
Schenectady, New York 12305 USA

Power Academy Contact: **Nicolina Mastroianni**
Voice: +1 518 395-5001
Fax: +1 518 346-2777
Email: nicolina.mastroianni@siemens.com



COURSE INFORMATION

Course Material:

Students will receive electronic notes via email approximately 5-7 days prior to the first day of the course.

Computer Requirements:

For all courses, please bring an electronic device (laptop, tablet, e-Reader, etc) to view electronic notes.

For software based courses, students will need a company laptop, preloaded with the appropriate software. Software downloads will be provided by Siemens Power Academy two weeks prior to the course.

Class Schedule:

	4.5-day courses	3-4 day courses	1-3 day courses
Day 1	9am - 4pm	9am - 4pm	9am - 4pm
Day 2	9am - 4pm	9am - 4pm	9am - 4pm
Day 3	9am - 4pm	9am - 4pm	9am - 4pm
Day 4	9am - 4pm	9am - 4pm	--
Day 5	9am to noon*	--	--

Meals:

Continental breakfast, lunch and refreshments will be provided each class day.

If you have special dietary restrictions, please email power-academy.us@siemens.com or nicolina.mastroianni@siemens.com with your request. Every effort will be made to accommodate your request.

Attire: Business/Travel casual is standard attire for our training classes. Please check the local forecast at www.weather.com for weather-appropriate attire. *You learn better when you are comfortable!*

TERMS and CONDITIONS

North - From the Adirondack Northway (I-87), use Exit 6 and proceed westbound along Route 7 for approximately 15 miles. In Schenectady, follow Union Street (referred to as Route 146 for a 2-mile stretch) past Union College to Broadway. Take a left on Broadway and proceed another 1/4 mile.

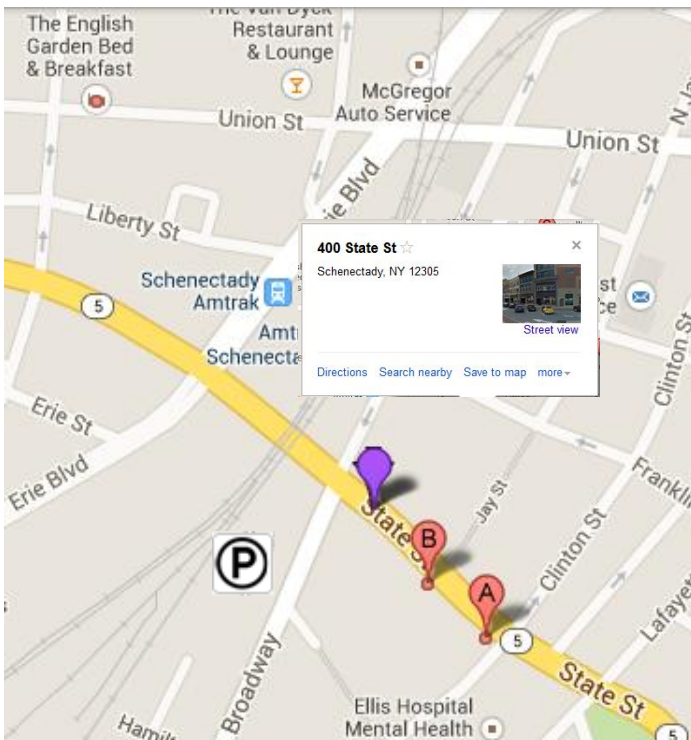
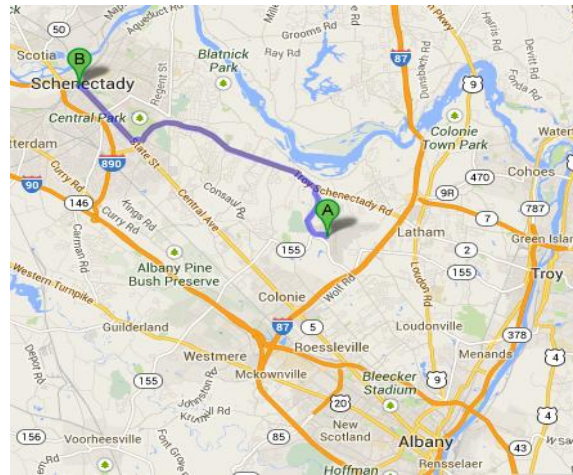
South - Those traveling by Thruway from the south should use Exit 25. Follow I-890 to Erie Boulevard Exit 4B. Take Erie Boulevard and turn right onto State Street.

West - For those traveling to Schenectady along the NYS Thruway from the west, please take Exit 26. Follow I-890 to Erie Boulevard Exit 4B. Take Erie Boulevard and turn right onto State Street.

Please refer to our [Terms and Conditions](#) regarding refunds and cancellations. Courses will be confirmed 21 days in advance of the course. Please use your judgment prior to making **non-refundable travel** arrangements please contact Siemens to confirm the course will operate.

TRANSPORTATION

Driving Directions to Siemens PTI: - The Siemens PTI and Siemens Power Academy office is located on the corner of State Street and Broadway in downtown Schenectady, NY.



PARKING



Schenectady Municipal
Parking Garage

220 Broadway, Schenectady, NY
(518) 346-0614

Please Note: Parking charges are the responsibility of the attendee.

Car Rentals:

Albany automobile rental companies may be accessed at:

http://www.albanyairport.com/car_rentals.php

They include: Avis, Budget, Enterprise, Hertz, and National/Alamo

TRANSPORTATION - *continued*

Taxi, Shuttle Service, Trains and Buses:

<p>Blue & White +1 518 370-0300</p>	<p>Shuttle from Newark, JFK, LaGuardia – (\$65)</p>
<p>Capitaland Taxi +1 518 372-7777</p>	<p>Premiere Transportation (518) 459-6123 http://www.premierelimo.com/transportation-services/airport-shuttle/</p>
<p><i>Taxis from Rensselaer Amtrak and Albany Airport</i></p>	<p><i>This is less expensive than booking a connecting flight.</i></p>

AMTRAK

With stations located approximately 3 blocks from Siemens PTI office AND near Albany, NY (Albany/Rensselaer) train service to NY Penn Station is serviced via the Empire, the Ethan Allen and the Lakeshore Limited trains lines. ***Please check timetables and schedules.***

BUS

CDTA: Capital District Transportation Authority

<https://www.cdta.org/> - A great way to get around the Albany/Schenectady/Troy/Saratoga region is you don't have a car. Easy planning tool available on-line: <http://www.cdta.org/schedules.php>

GotoBus - <http://www.gotobus.com/new-york-to-albany-bus/>

Great inexpensive option to/from NYC for weekend get-a-ways

LODGING

<p>The Hampton Inn (A) 450 State Street Schenectady, New York 12305 Voice: +1 518 377-4500 www.hamptonshenectady.com</p> <ul style="list-style-type: none"> ▪ Complimentary breakfast. ▪ 2 minute walk to Siemens PTI ▪ Free parking available for hotel guests <p>The Stockade Inn 1 North Church Street Schenectady, New York 12305 Voice: +1 518 346-3400 www.stockadeinn.com</p> <ul style="list-style-type: none"> ▪ 10 minute walk to Siemens PTI ▪ 18 room boutique hotel ▪ 24-hour front desk service ▪ Free High Speed Internet (wireless and Ethernet) 	<p>Holiday Inn – <i>under renovation</i> 100 Nott Terrace Schenectady, New York 12308 Voice: +1 518 393-4141 www.hischenectady.com</p> <ul style="list-style-type: none"> ▪ 8 minute walk to Siemens PTI ▪ Free parking available for hotel guests <p>Other options in Schenectady – please call for suggestions or read on-line reviews prior to booking.</p> <p>Airport lodging is convenient to several shopping malls, night-life and restaurants; however it is located approximately 10-12 miles from Schenectady.</p> <p>Other hotels to consider are on Wolf Road include: The Desmond Inn, The Albany Marriott, and the Best Western etc.</p>
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OTHER HELPFUL LINKS <http://www.iloveny.com/>

GENERAL INFORMATION

In Case of an Emergency: Police, Fire or Medical Emergencies

- From your CELL phone, dial 911
- From any OFFICE phone dial 9-911
- From any office phone, dial "0" to reach the receptionist to report an emergency.
- First aid kits are available; please contact the training coordinator or receptionist for assistance.

Evacuation procedures:

- In the event of a building evacuation, you will be informed of the emergency situation, including evacuation and all-clear announcements.
- Follow employees to the designated evacuation area for the building and listen for the given instructions. Do not return to the building until directed to do so by a member of the management team.

General information:

- Smoking is not allowed inside the facility.
- Restrooms are located on the 3rd floor near the entry area.
- There is no cafeteria in the building; however, there are several restaurants on the same block as the facility.

Health and Safety:

We share an uncompromising commitment to protect the health and safety of our employees and customers.

If you would like to request a copy of the Quality, Health, Safety and Environmental Affairs Policy and Principles, contact the training coordinator or instructor.