



**Ecolane: New Employee Training**  
**May 31, 2018 – 8:30 AM to 4:30 PM**  
Capital Area Transit (CAT), 901 N Cameron St, Harrisburg, PA 17101

This session is designed for individuals that have **little to no experience** with the Ecolane DRT product or have **changed roles** since the time your agency completed Ecolane training. Attendees will learn processes related to reservations, reporting, scheduling, and dispatch. Perfect for new employees or employees with new roles or perspectives.

**Cost:** No charge

**Materials:** Attendees are encouraged to bring their own laptop, and to ensure they have a current version of Firefox or Chrome, and Google Earth installed. A limited number of laptops are available from PPTA upon request.

**Lodging:** PPTA has confirmed that the following hotels will honor government rates  
[Hotel Indigo Harrisburg Hershey](#), 765 Eisenhower Blvd, Harrisburg, PA 17111  
[Sheraton Harrisburg Hershey Hotel](#), 4650 Lindle Rd, Harrisburg, PA 17111  
[Radisson Hotel Harrisburg](#), 1150 Camp Hill Bypass, Camp Hill, PA 17011

**Parking:** Free on-site parking is available at Capital Area Transit

**Meals:** Lunch and breaks will be provided. Please inform Sara Bowden at [sara@ppta.net](mailto:sara@ppta.net) of any dietary restrictions by May 25, 2018.

**Registration:** Submit to Sara Bowden, PennTRAIN Program Coordinator  
Email: [sara@ppta.net](mailto:sara@ppta.net) Fax: 717-234-7176 Mail: 600 N 3<sup>rd</sup> Street, 4<sup>th</sup> Floor, Harrisburg, PA 17101

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Organization Name

\_\_\_\_\_  
Attendee Name

\_\_\_\_\_  
Attendee Title

\_\_\_\_\_  
Attendee Email Address

\_\_\_\_\_  
Attendee Phone Number

Attendee will bring a laptop      OR       Attendee requires a loaner laptop

\_\_\_\_\_  
Organization Contact Name:

\_\_\_\_\_  
Organization Contact Email Address: