

AFTE Training Seminar Planning Committee

2006 Annual Meeting

Final Board Report

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The AFTE Training Seminar Planning Committee has completed the planning manual and it is now available on the AFTE website in the members-only area. The main manual contains 31 generic attachments of sample reference forms, letters and spreadsheets, as well as one historical document containing figures from past meetings.

Scott Doyle has done another fantastic job in making the manual and all of its attachments very accessible. The documents are available in both *word* and *.pdf* formats and members have the option of downloading selected documents or all of them at once.

It has been more than two months since the posting of the manual on the website. I do not anticipate any more modifications to the manual, other than additions made by future host committees to further improve the manual. I believe the task given to the ad-hoc AFTE Training Seminar Planning Committee has been completed.

Respectfully submitted,



Evelyn Pederson
AFTE Training Seminar Planning Committee Chair