

Northern Illinois University(NIU) Hoffman Estates Conference Center

5555 Trillium Blvd, Hoffman Estates, IL 60192

Q: What materials do I need for training?

- A: • **Boot Camp for Leaders and Boot Camp for Sales** – 1. Your **most recent** 50 Prospect Cards (or a list) containing information about unsold prospects who have visited your store. You can a. bring your list to class, b. email list to bdcollege@cdk.com (Attn: BD College®) by the day prior to the training, or c. access list remotely from your CRM via laptop, computer(onsite) or smartphone.
2. **Prerequisite Event Data form** – Bring with you to class. Only one per dealership needed.
- **Boot Camp for Service** – All materials will be provided

Q: Will breakfast and/or lunch be provided?

- A: A light Continental breakfast is offered each morning with refreshments and snacks offered throughout the afternoon. Lunch is provided all days. If you have any special dietary needs (i.e. vegetarian, etc.) please email at bdcollege@cdk.com so that we can accommodate them.

Q: What arrangements do I need to make to get to Chicago/Hoffman Estates for training?

- A. You need to make your own flight arrangements for training. Fly into O'Hare International Airport(ORD) for convenience in getting to your hotel and our facility. All courses: make your arriving flight arrangements for afternoon/evening prior to the class start time of 8:30 a.m. and your departing flight arrangements for late evening or next morning since class concludes at 4:30 p.m. on the last day.

Q: Where do you recommend I make my hotel reservations?

- A. The NIU facility is located in a very diverse business and shopping area. Below are just a few hotels to choose from, and all three are in close proximity (walking distance) to restaurants, shopping and entertainment. For those traveling without a vehicle, we recommend securing a hotel that will provide shuttle services to the NIU Conference Center daily.

HILTON GARDEN INN – (Hoffman Estates) 2425 Barrington Rd, 847.277.7889.

- ★ Provides complimentary shuttle to and from the NIU Conference Center
- ★ Refrigerator, microwave oven, Keurig coffee maker provided in each room
- ★ Complimentary Wi-Fi Internet throughout hotel
- ★ Garden Grille serving breakfast and dinner; 24-hour pavilion pantry convenience mart
- ★ Complimentary 24-hour business center

HYATT PLACE – (Hoffman Estates) 2750 Greenspoint Pkwy, 847.839.1800.

- ★ Provides complimentary shuttle to and from the NIU Conference Center
- ★ Complimentary hotel-wide Wi-Fi Internet access
- ★ Gallery Menu, Fresh 24/7; Grab 'n Go case offers sandwiches, greens and bottled beverages
- ★ Complimentary breakfast served daily

HAWTHORN SUITES - (Hoffman Estates) 2875 Greenspoint Pkwy, 847.220.5169.

- ★ Provides complimentary shuttle to and from NIU Conference Center
- ★ Complimentary hot breakfast daily
- ★ Complimentary shuttle within 5 miles of hotel
- ★ Fully equipped kitchens in all rooms
- ★ Complimentary high speed wireless Internet

Getting Around...**Q: How do I get from the airport to the hotel?**

- A: From O'Hare International, you can use the following transportation services:

1. **Uber** and **Lyft** both service O'Hare International 2. **All-Star Cab**, 847-658-1555, approx.\$34 (tolls included), 3. **American Taxi**, 847-253-4411. 4. **Embarque Limo** (up to 3), 800-244-6200 (approx. \$85 +incidentals). 5. Other taxis are readily available at the airport. The cost varies and you do not need to make reservations in advance. 6. Or, you may choose to rent a car.

Q: What arrangements should I make to get from my hotel to NIU Conference Center?

- A: Secure a hotel that will provide shuttle transportation to and from NIU. **At check-in, notify the front desk of your transportation needs.** Shuttle drop-off by 8:15 am and pick-up between 6:00pm-6:10pm(except final day).

Q: If I am driving, how do I get from my hotel to NIU Conference Center?

- A: The NIU address is 5555 Trillium Blvd, Hoffman Estates, IL 60192. This [link](http://www.niu.edu/conferencecenters/hoffmanestates/directions.shtml) from NIU will give you a *Directions* option to enter the hotel address and map a route: <http://www.niu.edu/conferencecenters/hoffmanestates/directions.shtml>

Q: How do I get back to the airport when I'm flying home?

- A: As when you first arrived in Chicago, you can utilize the limo services and/or taxis mentioned earlier. *Class will end at approximately 4:30pm on the last day.*