

PRELIMINARY PROGRAM



2004
JOINT
NATIONAL
CONFERENCE

CHICAGO, ILLINOIS
NOVEMBER 10-12

INSPIRED SOLUTIONS



ASWA
American Society of Women Accountants



American Woman's Society of CPAs

WOMEN ACCOUNTANTS
ACHIEVING EXCELLENCE



Christi L. Olsen, CPA



Jenifer Goforth, CPA

Message from the Presidents

Dear ASWA and AWSCPA Members and Colleagues:

The Joint Inspired Solutions Conference in Chicago, Illinois, our societies' first Joint National Conference in ten years, provides a very dynamic program that will help you achieve sustained excellence and be your very best both professionally and personally. Set in downtown Chicago at the InterContinental Hotel, you'll be afforded many great experiences including education, networking, sightseeing, dining and shopping!

The program schedule runs from Wednesday afternoon through Friday evening, leaving you and your family and friends the opportunity to explore the exciting city of Chicago. The program is designed to offer you the opportunity to earn 21 hours of CPE during the conference, and an additional five hours of "post-conference" CPE on Saturday morning for those of you who will be staying in town after the conference. The program committee took great care in designing this year's program that consists of four tracks, Accounting & Auditing, Controllershship, Personal and Professional Development and Tax, each of which are overflowing with current and relevant topics. As well, a special 2-part session on Nonprofit Governance will be offered on Thursday morning that will address all your questions about your role as a board member on both nonprofit and corporate boards.

Mark your calendars for the Forrest A. Kessler Walk for Humanity 2004 that begins on Wednesday, November 10, at 4:30 pm. This year's Walk will be a special opportunity to tour a unique Chicago venue and will wrap up at the exotic Shedd Aquarium just in time for our Welcome Reception where we will continue to network with our peers, sponsors and exhibitors. Transportation will be provided to and from the hotel courtesy of ASWA's Chicago Chapter. The Walk provides you the opportunity to join your ASWA and AWSCPA friends from across the country to relax and enjoy one another, all while supporting the good mission of the Leukemia and Lymphoma Society. Please be sure to drop into the Welcome Reception that has been casually scheduled between 6:00 and 8:00 p.m. so that attendees may attend early or late, depending on your dinner plans for that evening.

This is just one of the results from the conference committee's dedication to designing a program that allows more free time and flexibility for attendees. As well, you'll find that Thursday night is wide open for you to schedule F-U-N into your visit. Whether it be a night on the town or a quiet evening with new friends and old, Thursday night is yours for the taking. As the conference draws to a close on Friday, we'll cap the conference program off with a session on Becoming the CEO of You, Inc., by Susan Bulkeley Butler, President of The Susan Bulkeley Butler Institute for the Development of Women Leaders, followed by our joint awards dinner event for the presentation of ASWA's Balance Awards and AWSCPA's National Awards.

This is your opportunity to learn, relax, enjoy and grow at the ASWA/AWSCPA Joint National Conference. Take advantage of this experience that will provide just the right balance of education, networking and fun.

Christi L. Olsen, CPA
ASWA National President 2004-2005

Jenifer Goforth, CPA
AWSCPA National President 2004-2005

What Are ASWA and AWSCPA?



Formed in 1938, the American Society of Women Accountants (ASWA) is the first professional association dedicated to supporting all women in the accounting profession and allied fields. Our mission is to enable our members to achieve their personal, professional and economic goals, while contributing to the future development of the profession. ASWA has nearly 5,000 national members, 2,500 of whom are CPA's – making it the premier association for women in accounting and all related fields.

The Society provides regional and national CPE-accredited educational programs for its members and the profession through its meetings, workshops and conferences. In addition, ASWA acts as a resource to the profession through its various print and electronic publications and communications. We have an active voice in policy issues furthering women's causes and initiatives. And we act as mentors and leaders to women starting in or re-entering the accounting profession.

ASWA is proud to recognize Accountemps and Robert Half Finance & Accounting as our Honorary Trustee - Visionary Partner.

Check out the ASWA Web site at www.aswa.org or call the ASWA headquarters at (703) 506-3265.



The American Woman's Society of Certified Public Accountants (AWSCPA) is a national organization founded in 1933 dedicated to serving all women CPAs. The AWSCPA provides a supportive environment and valuable resources for members to achieve their personal and professional goals through various opportunities including leadership, networking and education.

As the only resource exclusively for women CPAs and those aspiring to become certified, the Society provides information as well as scholarships to those in the profession. The Society is a leader in addressing concerns such as gender equity, the glass ceiling, and work and family issues. AWSCPA members work in all segments of the accounting and financial profession, from individual practitioners to professionals in industry, academia, and government, as well as partners in all of the largest firms.

AWSCPA is proud to partner with MassMutual Financial Group as our Financial Services Corporate Sponsor.

Check out the AWSCPA Web site at www.awscpa.org or call the Society's office at (800) AWSCPA1 (297-2721).

CONFERENCE SPONSORS



You can't predict. You can prepare.®



Gala After Party

Join your friends and colleagues at the JNC's first-ever live auction and raffle! Immediately following the Awards Gala, the foundations of the ASWA and AWSCPA will be hosting an exciting live auction to raise important funds to support the mission of each foundation. This one-and-a-half hour event will feature items donated by affiliates, chapters, firms and individuals from across the country. Don't miss the opportunity to win and bid big!

The ASWA Educational Foundation was created to enhance recognition, philanthropic pursuits, and industry research in support of women in accounting and related fields. The AWSCPA Foundation was created in 1982 to support the research and educational activities of the AWSCPA and provide scholarship opportunities for women in the accounting profession.



You Should Attend If You Are...

- Responsible for monitoring developments in accounting and taxation.
- Responsible for the quality and profitability of your company or firm.
- Supervising and/or training accounting and finance staff.
- Interested in developing a network of outstanding professionals.
- Ready to promote your company or product in today's marketplace.
- A beginner or veteran, with or without a degree, in private or public accounting, financial or academia.

What Will You Learn At The ASWA/AWSCPA Joint National Conference?

- The latest technical developments in accounting, auditing, tax, management, leadership, government and industry, including E-commerce, and budgeting and accounting software applications.
- Motivational strategies that work.
- Methods for effective management of people and the marketplace.
- Effective means of identifying and responding to economic problems.
- Valuable leadership techniques.
- Means for achieving effective communication.
- Professional contacts in a variety of industries.

SCHEDULE AT A GLANCE

Accounting & Auditing

Controllership

Personal & Professional Development

Tax

Wednesday, November 10

9:00 am – 5:00 pm Registration Open
 9:00 am – 1:00 pm ASWA Credentials Check-In
 10:30 am – 12:00 pm ASWA Regional Director Strategic Planning Meeting
 11:00 am – 1:00 pm ASWA CPC Meeting
 12:00 – 1:00 pm ASWA Board & Regional Director Lunch
 1:00 – 1:50 pm Opening Keynote Session – No Mountain Too High, Susan Sweetser, Esq., CFP, CLU, ChFC, FLMI, MassMutual Financial Group
 1:50 - 2:20 pm Break in the Exhibit Area
 1:50 – 2:20 pm ASWA Credentials Check-In
 2:20 – 3:10 pm Concurrent Sessions 1

FASB Update (A1)
 Jim Green, CPA

Job Competencies: Does Your Company Have a Plan? (C1)
 Perron Nicholas

An Attitude of Business Gratitude (P1)
 Anita Fontana

State Tax Basics in Light of Sarbanes - Oxley (T1)
 Monika Miles, CPA

2:20 – 3:10 pm ASWA Chapter Exchange
 3:10 – 3:20 pm Break
 3:20 – 4:10 pm Concurrent Sessions 2

ETF Update (A2)
 Amy Ripepi, CPA

Driving Success Through Ethics, Integrity & Values (C2)
 Wendy Fritz

WLWIEC – Update on Work/Life Initiatives. (P2) Linda Bergen, CPA & Anita Baker, CPA, CEBS, PHR

A Simpler Sales Tax? The Streamlined Sales Tax Project "SSTP" (T2) Inez M. Mello

4:15 – 5:00 pm ASWA Bylaws Forum
 4:30 – 6:30 pm Forrest A. Kessler Walk for Humanity
 6:00 – 8:00 pm JNC Welcome Reception at Shedd Aquarium (Transportation provided)
 8:00 pm Dinner (on your own)
 8:00 – 11:00 pm Hospitality Suite Open

Thursday, November 11

6:30 – 8:00 am Continental Breakfast in the Exhibit Area
 6:30 am – 4:00 pm Exhibit Area Open
 7:00 am – 5:00 pm Registration Open
 7:00 – 7:50 am Early Bird CPE (EB1) – Retirement Income Planning-The Value of Advice, Terri Forde
 7:00 – 8:00 am ASWA Credentials Check-In
 8:00 – 9:40 am Concurrent Sessions 3

Auditing – A Risk-Based Approach with an Emphasis on Fraud (A3)
 Mark Dauberman, CPA

Nonprofit Governance – Part 1 "Your Role as a Board Member" (C3)
 Nancy Sylvester, MA, PRP, CPP-T

Ten Steps to Balance Your Performance Management (P3)
 Katherine Giacalone

Choosing a Legal Business Entity – C or S Corp, LLC, Partnership or Proprietor (T3)
 Laurie Politzer, AAL & Amy Wenz

9:40 – 10:10 am Break in Exhibit Area
 9:40 – 10:10 am ASWA Credentials Check-In
 10:10 – 11:50 am Concurrent Sessions 4

Revenue Recognition and Liabilities & Equity (A4)
 Sydney Garmong & Linda Poeschel

The Impact of Sarbanes Oxley on Privately Held Companies (C4)
 Moderator: Vivian Moller, CPA
 Panel: Denise Probert Bloom, CPA & Patricia Buffo

Nonprofit Governance – Part 2 "Leadership is Part of Your Role as a Board Member" (P4)
 Nancy Sylvester, MA, PRP, CPP-T

Trust Fund Recovery Penalty (T4)
 Jacquelyn Busch Hunt, AAL

11:50 am – 1:30 pm Keynote Luncheon – Raising Our Accounting Standards, Leslie F. Seidman, CPA, Financial Accounting Standards Board
 1:30 – 3:10 pm Concurrent Sessions 5

Variable Interest Entities and FIN 46 - FASB's Consolidation Standard for Special Purpose Entities & Business Combinations (A5)
 Linda Bergen, CPA & Michele Meadows

Entrepreneurship (C5)
 Mark Dauberman, CPA

Collaborative Skills: Building Effective Teams (P5)
 Patricia Jones, CPA & Karen Schoenebeck, CPA

Retire with a Tax Favored Plan (T5) Donna Prestia

SCHEDULE AT A GLANCE

Accounting & Auditing

Controllership

Personal & Professional Development

Tax

Thursday, November 11 (continued)

3:10 – 3:40 pm Break in Exhibit Area
3:40 – 4:30 pm Concurrent Sessions 6

PCAOB Update (A6)
Samantha E. Ross

Improving the Quality of Employee Benefit Plan Audits (C6)
Anita Baker, CPA, CEBS, PHR

Accounting for Kids: A Time To Give Back (P6)
Crystal L. Faulkner, CPA

Estate Tax Planning (T6)
Jacqueline E. Wiggins, JD, LLM, CLU, ChFC

5:00 – 6:30 pm ASWA Annual Business Meeting
5:00 – 6:30 pm AWSCPA Business Matters Meeting and Affiliate Exchange
5:30 – 6:30 pm AWSCPA MAL Exchange
6:30 pm Dinner (on your own)
6:30 – 11:00 pm Hospitality Suite Open

Friday, November 12

6:30 – 8:00 am Continental Breakfast in the Exhibit Area
6:30 am – 3:30 pm Exhibit Area Open
7:00 am – 5:00 pm Registration Open
7:00 – 7:50 am Early Bird CPE (EB2) – Cost Segregation, Chris Hitselberger
 Early Bird CPE (EB3) – General Tax Credits, Moderator: Marianne Heard, CPA, Panel: Tom Buonopane & TBD
8:00 – 9:40 am Concurrent Sessions 7

OCBOA (A7)
Denise Hesler, CPA

Mentoring for Success (C7)
Barbara Guerra, CPA, Marianne Heard, CPA & Marilyn Huset, CPA

Growing the Practice – Building a Ferrari Network (P7)
Gale Crosley, CPA

Tax Planning for Highly Compensated Individuals (T7)
Neal B. Inscoe

9:40 – 10:10 am Break in Exhibit Area
10:10 am – 11:50 am Concurrent Sessions 8

SEC Update (A8)
Elizabeth Prossnitz, CPA

Managing in Times of Change (C8)
Kathy Spearing

Nine Principles of Ethical Behavior (P8)
Mark Dauberman, CPA

2004 Federal Tax Update (T8)
Claude Renshaw, CPA

11:55 am – 1:00 pm Networking Luncheon
1:00 – 2:40 pm Concurrent Sessions 9

SAS 99 & Related Documentation (A9)
Debra Hopkins, CPA, CIA

Sarbanes Oxley - Public Companies (C9)
Moderator: Denisa Jones, CPA
Panel: Shelly Selby, CPA, Mark A. Steinkrauss & Dave Truesdell, CPA

Essential Skills for Managing Change (P9)
Mary Cheaney, CPA & Blane Ruschak

Taxes–In the Eye of the Beholder: Current Rulings and Cases (T9)
Ruth Ann Michnay, CPA, MBT, EA

2:40 – 3:10 Break in Exhibit Area
3:10 – 4:50 pm Capstone General Session - Becoming the CEO of You, Inc., Susan Bulkeley Butler, The Susan Bulkeley Butler Institute for the Development of Women Leaders
5:00 – 5:50 pm Hospitality Suite Open
7:00 – 10:00 pm Awards Gala
10:00 pm Joint National Conference Ends

Saturday, November 13

8:00 – 8:50 am Post-Conference CPE (PC1) – Health Plans, Florence Hammer
8:50 – 9:00 am Coffee Break - No breakfast served.
9:00 – 9:50 am Post-Conference CPE (PC2) –Delegation Skills – Part 1, Kym Anderson, CPA and Karen Hefner, EA
9:50 – 10:00 am Coffee Break
10:00 – 10:50 am Post-Conference CPE (PC3) – Delegation Skills – Part 2, Kym Anderson, CPA and Karen Hefner, EA
11:00 am – 1:00 pm Post-Conference CPE (PC4) – Have Your Own Successful Accounting Service, Allen Bostrom, CPA & Roger Knecht, PB

Forrest A. Kessler Walk for Humanity 2004 – National Charity Fundraiser

Join your ASWA and AWSCPA friends from across the country for the Forrest A. Kessler Walk for Humanity 2004 - a National Charity Fundraiser sponsored this year by the American Society of Women Accountants, the American Woman's Society of CPAs and The Leukemia & Lymphoma Society. This is an event to remember all Humanitarians we have loved and lost.

The Fourth Annual Walk will be held on Wednesday, November 10, 2004 from 4:30 – 6:30 p.m. The tax-deductible registration fee is \$50. This year's Walk will be a special opportunity to tour a unique Chicago venue and will wrap up at the exotic Shedd Aquarium just in time for our Welcome Reception! The experience includes a signature event T-shirt and a raffle ticket for special prizes. All of the proceeds from this event will go to The Leukemia & Lymphoma Society. This Society is the leader in the fight against the number one disease killer of children. Adult women and men are also victims of leukemia, lymphoma and myeloma - cancers of bone marrow and blood. Visit www.aswa.org or www.awscpa.org to download a registration form today!

AWARDS Gala

Join ASWA and AWSCPA for an elegant joint awards dinner gala that will celebrate the winners of ASWA's Balance Awards and AWSCPA's National Awards. The third annual ASWA Balance Awards program will recognize the individuals - and companies - who have shown a commitment to work/life balance and sensitivity to the concerns of women in the industry. The AWSCPA recognizes the individual achievements of its members and non-members with the following awards: the Woman CPA of the Year Award, Educator of the Year Award, Public Service Award, and the Woman of Courage Award.



November is a magical time in Chicago. Get a head start on your holiday shopping along one of the country's best known shopping districts, Chicago's "Magnificent Mile," where all the stores begin setting up their holiday decorations and captivating storefront window displays. People from across the country come to Chicago to see what Marshall Fields will unveil each year.

An abundance of shopping can also be found at The Shops at North Bridge, Water Tower Place, the 900 North Michigan Avenue Shops, Chicago Place Shopping Center, Navy Pier, dozens of Chicago neighborhoods and "The Shops at the Mart" located at Chicago's Merchandise Mart.

Visitors never have to worry about finding a place to eat. Chicago features thousands of restaurants offering culinary favorites that suit every taste, budget and mood. No matter your preference, Chicago has it all. Soul food, Italian, Chinese, French, Japanese, Mexican, Asian, or Spanish...Chicago offers a virtual United Nations of eating choices.

Chicago is world-renowned for its diverse collection of museums, which explore a variety of subjects including Chicago history, art, African-American culture, astronomy, natural history and much more. Those visiting Chicago should plan on spending time at Chicago's Museum Campus. The scenic park conveniently joins the Adler Planetarium & Astronomy Museum, the Shedd Aquarium/Oceanarium and the Field Museum of Natural History with easy access to all three locations.

Chicago is also home to a variety of spectacular attractions including Navy Pier....the city's lakefront playground and the state's most popular attraction. Navy Pier offers visitors a unique blend of family-oriented attractions, a variety of restaurants and the Chicago Shakespeare Theatre.

Other attractions not to miss include Buckingham Fountain at Grant Park, the Hancock Observatory, and the Sears Tower Skydeck.

Visitors from around the world come to Chicago, the birthplace of the modern building, to admire its architectural marvels including historic landmark buildings as well as contemporary technological masterpieces. The city is a living museum of architecture thanks to the work of such greats as Daniel Burnham, Louis Sullivan, Frank Lloyd Wright and hundreds of others.

If you're planning to take a vacation in Chicago before or after the ASWA/AWSCPA Joint National Conference, visit the Chicago Convention & Tourism Bureau online at www.chicago.il.org.

Wednesday, November 10

9:00 am – 5:00 pm

Registration Open

9:00 am – 1:00 pm

ASWA Credentials Check-In

10:30 am – 12:00 pm

ASWA Regional Director Strategic Planning Meeting

11:00 am – 1:00 pm

ASWA CPC Meeting

12:00 pm – 1:00 pm ASWA

Board & Regional Director Lunch

1:00 – 1:50 pm

Opening Keynote Session:

No Mountain Too High

Susan Sweetser, Esq., CFP, CLU, ChFC, FLMI
MassMutual Financial Group

Program Level: Overview

NASBA Field of Study: Personal Development

CPE Credit: 1

Susan is going to share how she got to where she is with a very personal story, but in many ways, every woman's story. We all have challenges that we have been handed. Her message is that no matter what hand we've been dealt, we have the power and the inner strength to achieve any goal. We CAN have it all if that's what we want. She promises to make participants laugh; you may even cry a little - but they will be tears of joy. When you leave, you will leave with the affirmation that you are great and can be even greater.

Susan is a regular public radio show commentator and speaker and has been named as a "Woman Who Makes a Difference" by Family Circle Magazine, is a recipient of 1991 American Heroine recognition by Ladies Home Journal magazine and in 1998 was Working Mother Magazine's Working Mother of the Year and spent two years lecturing on balancing family and career, gender equity in the workplace, financial planning for women and increasing the number of women on corporate boards.

1:50 – 2:20 pm

Break in the Exhibit Area

1:50 – 2:20 pm

ASWA Credentials Check-In

2:20 – 3:10 pm Concurrent

Sessions 1

ACCOUNTING & AUDITING (A1)

FASB Update

Jim Green, CPA

Program Level: Update

NASBA Field of Study: Accounting & Auditing

CPE Credit: 1

Here's an overview of what you need to know about newly effective FASB guidance and projects underway: financial instruments; business combinations; convergence with international standards; revenue recognition, equity-based compensation; and fair value measurement.

CONTROLLERSHIP (C1)

Job Competencies – Does Your Company Have a Plan?

Perron Nicholas, Associate Manager – Business Improvement, TDS Telecom

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

Competencies are the key skills, attributes, and behaviors that contribute to successful employee performance. Once you know the competencies a particular job requires, you can create a job description, questions for interviewing candidates, a training plan and a performance evaluation. This session will help you identify and document those job competencies and translate them into action plans. Participants will be introduced to practical tools that will improve the efficient operations of your firm or company.

PERSONAL & PROFESSIONAL DEVELOPMENT (P1)

An Attitude of Business Gratitude

Anita Fontana, Owner, AFFA Communications

Program Level: Basic

NASBA Field of Study: Taxation

CPE Credit: 1

How do you get repeat business and referrals from your clients? Discover results-oriented solutions that begin at the personal level and empower you and your business associates.

Learn how to:

- Establish a relationship of trust with clients and co-workers
- Foster a person-to-person vs. a function to-function connection
- Focus on the positives and manage challenges productively
- Appreciate business associates in small ways that make a big difference in the bottom line

TAX (T1)

State Tax Basics in Light of Sarbanes-Oxley

Monika Miles, CPA, CEO, Labhart Miles Consulting Group, Inc.

Program Level: Intermediate

NASBA Field of Study: Taxation

CPE Credit: 1

Most financial people are aware of state sales taxes and income taxes in theory. This course explains the concept of "nexus," or taxable presence, and basic filing requirements for sales/use tax, income/franchise tax and capital stock taxes related to typical activities companies engage in across state lines. It also addresses these items in light of Section 404 of Sarbanes-Oxley and advises participants how to identify and remedy the issues.

2:20 – 3:10 pm

ASWA Chapter Exchange

3:10 – 3:20 pm

Break

3:20 – 4:10 pm

Concurrent Sessions 2

ACCOUNTING & AUDITING (A2)

EITF Update

Amy Ripepi, CPA, Managing Director, Financial Reporting Advisors

Program Level: Update

NASBA Field of Study: Accounting & Auditing

CPE Credit: 1

Following an overview of the EITF's role and process as a standards setter, we will discuss recent issues that affect a broad cross-section of industries. Some of the topics we will cover include: revenue recognition, business combinations, discontinued operations, impairments and consolidations. We will also briefly review pending EITF issues that could affect 2004 year-end financial statements.

CONTROLLERSHIP (C2)

Driving Success Through Ethics, Integrity and Values

Wendy Fritz, Wendy Fritz Consulting, LLC

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

Everyday we're bombarded by the media with stories of greed, dishonesty, and failed ethics. This session will discuss "Character Driven Leadership," a way to sustain and enhance your business over time. Discover how character and integrity in leadership help define an employer brand and why they are so important to the health and longevity of an organization.



PERSONAL & PROFESSIONAL DEVELOPMENT (P2)

WLWIEC – Update on Work/Life Initiatives

Linda Bergen, CPA, Vice President, Citibank NA and Anita Baker, CPA, CEBS, PHR, Principal, Larson, Allen, Weishair & Co.

Program Level: Overview

NASBA Field of Study: Management

CPE Credit: 1

This session will discuss the AICPA Work/Life and Women's Initiatives Executive Committee's recent projects including Summit 2003: Career and Life in the Balance; Work/Life: Striking a Balance; Promoting Your Talent; Woman to Watch; Public Accounting Firm and Professional Survey Results.

TAX (T2)

A Simpler Sales Tax? The Streamlined Sales Tax Project "SSTP"

Inez M. Mello, Director, State & Local Tax Consulting Group, Batchelor, Frechette, McCrory, Michael & Co.

Program Level: Intermediate

NASBA Field of Study: Taxation

CPE Credit: 1

The discussion covers the following topics: understanding the new sales tax system, learning what creates a filing requirement for sales tax in other states and understanding the ramifications of Congress negating "Quill".



4:15 – 5:00 pm
ASWA Bylaws Forum

4:30 – 6:30 pm
Forrest A. Kessler Walk for Humanity

6:00 – 8:00 pm
JNC Welcome Reception at Shedd Aquarium

8:00 pm
Dinner (on your own)

8:00 – 11:00 pm
Hospitality Suite Open

Thursday, November 11

6:30 – 8:00 am
Continental Breakfast in the Exhibit Area: Sponsored by MassMutual Financial Group

6:30 am – 4:00 pm
Exhibit Area Open

7:00 am – 5:00 pm
Registration Open

7:00 – 7:50 am
Early Bird CPE (EB1)

Retirement Income Planning- The Value of Advice

Terri Forde, President Savings Products Division, MassMutual Financial Group

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

This session will address how the retirement income market is changing, how retirees are facing a growing risk management challenge, and how delivery of advice and education are key to building retirement income strategies.

7:00 – 8:00 am
ASWA Credentials Check-In

8:00 – 9:40 am
Concurrent Sessions 3

ACCOUNTING & AUDITING (A3)

Auditing – A Risk-Based Approach with an Emphasis on Fraud

Mark Dauberman, CPA

Program Level: Intermediate

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

Most practitioners do more work than is necessary in audits, do not reduce risk as

much as they think they do and do not earn a reasonable return on audits compared to other services they provide. Learn how to change audits to comply with all current pronouncements while reducing risk, improving efficiency and increasing profitability!

CONTROLLERSHIP (C3)

Nonprofit Governance – Part 1 Your Role as a Board Member (Corporate or Not for Profit Board)

Nancy Sylvester, MA, PRP, CPP-T, Parliamentarian

Program Level: Basic

NASBA Field of Study: Specialized Knowledge & Applications

CPE Credit: 2

What are the roles and responsibilities of serving on a corporate board or not for profit board? Understand your role in board governance and get some tips on some parliamentary tools to help you streamline your board meetings and other meetings.

PERSONAL & PROFESSIONAL DEVELOPMENT (P3)

Ten Steps to Balance Your Performance Management

Katharine Giacalone, Giacalone & Associates

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 2

Participants will learn ten tips to maximize their performance management efforts, including devoting feedback time to the entire staff; concentrating on behaviors – both positive and negative; and offering coaching to employees. Participants will be able to implement these ideas immediately to improve their evaluation and management procedures.

TAX (T3)

Choosing a Legal Business Entity – C or S Corp, LLC, Partnership or Proprietor

Laurie Politzer, AAL, Sidley, Brown, Austin & Wood and Amy Wenz, Sidley, Brown, Austin & Wood

Program Level: Basic

NASBA Field of Study: Taxation

CPE Credit: 2

This presentation will provide an overview of the considerations that should be taken into account when choosing a legal entity for your business. It will address the corporate and tax consequences of operating as a corporation, partnership or limited liability company, and includes practical advice on how to set up a legal entity as well as how to make entity classification elections under the "check-the-box" rules.

9:40 – 10:10 am
Break in Exhibit Area

9:40 – 10:10 am
ASWA Credentials
Check-In

10:10 – 11:50 am
Concurrent Sessions 4

ACCOUNTING & AUDITING (A4)

Revenue Recognition and Liabilities & Equity

Sydney Garmong, Technical Communications Executive, Crowe Chizek & Company, LLC and Linda Poeschel, Engagement Manager, Crowe Chizek & Company, LLC

Program Level: Intermediate

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

Revenue recognition is one of the most important and the most difficult areas that accountants face. Revenue is usually the largest single item in financial statements and studies indicate that revenue recognition is the single largest category of financial statement restatements. Currently, there are more than 140 pieces of authoritative literature that relate to revenue recognition. The FASB has a project to address this area and expects to release a proposed statement in the 4th quarter of this year. In this session, participants will explore the conceptual differences in the literature with examples depicting the forthcoming standard.

Liabilities & equity is a long-standing standard-setting project. Statement 150, issued by the FASB in May 2003, was a limited scope project to address some issues related to the classification of liabilities and equity. As a result, some companies had to reclassify amounts from equity to liabilities. The FASB has a project to address more issues in this area including a variety of combinations of shares/debt/assets with options/forwards. In this session, participants will walk through examples and explore how the forthcoming proposal may impact companies.

CONTROLLERSHIP (C4)

The Impact of Sarbanes Oxley on Privately Held Companies

Moderator: Vivian Moller, CPA, Vice President/Controller, Hoffman York, Inc.

Panel: Denise Probert Bloom, CPA, Assistant Professor, Viterbo University and Patricia Buffo, Attorney, Davis & Kuelthau

Program Level: Intermediate

NASBA Field of Study: Management

CPE Credit: 2

Do you think Sarbanes-Oxley doesn't apply to you if you work for a privately held company? Think again. Nearly all businesses need to comply with a number of the provisions. Also, other provisions of the Act may be trickling

down to non-public entities. Join in for this interactive panel discussion on the potential impact of SOX on your organization.

PERSONAL & PROFESSIONAL DEVELOPMENT (P4)

Nonprofit Governance – Part 2 "Leadership is Part of Your Role as a Board Member"

Nancy Sylvester, MA, PRP, CPP-T, Parliamentarian

Program Level: Basic

NASBA Field of Study: Specialized Knowledge & Application

CPE Credit: 2

Understanding how a board works is the first step to effective boardsmanship. This session will review "boardsmanship" and "leadership" and their connection. Other topics we'll cover include a quick overview of board responsibilities; streamlining your board meetings; how all members of the board can lead your board to success; what makes an effective and efficient board; and how to be an effective board member in service to your organization.

TAX (T4)

Trust Fund Recovery Penalty

Jacquelyn Busch Hunt, AAL, Hunt & Zolman LLC

Program Level: Intermediate

NASBA Field of Study: Taxation

CPE Credit: 2

Officers, shareholders and others involved in the management and operation of a corporation risk personal liability for withholding taxes if the company does not pay its payroll taxes. Many of these people believe that the corporate entity protects them from the IRS. In fact, the IRS may garnish their wages, clean out their bank accounts and seize their cars, homes and other property if the corporation fails to pay. This session will cover these personal liability risks.

11:50 am – 1:30 pm

Keynote Luncheon – Raising Our Accounting Standards

Leslie F. Seidman, CPA, Financial Accounting Standards Board

Program Level: Overview

NASBA Field of Study: Accounting & Auditing

CPE Credit: 1

Leslie F. Seidman is a member of the board of the Financial Accounting Standards Board. Ms. Seidman will discuss recent changes in the financial reporting environment and the role of the FASB. Ms. Seidman will share her observations about why accounting standards are important in the U.S. and abroad, how practitioners can affect the process, and the outlook for the future.

1:30 – 3:10 pm
Concurrent Sessions 5

ACCOUNTING & AUDITING (A5)

Variable Interest Entities and FIN 46 – FASB's Consolidation Standard for Special Purpose Entities & Business Combinations

Program Level: Advanced

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

Variable Interest Entities and FIN 46-FASB's Consolidation Standard for Special Purpose Entities

Linda Bergen, CPA, Vice President, Citibank NA

Not only do financial institutions need to be concerned with FIN 46, but trust structures and franchises may also be subject to the provisions of this standard. Participants will learn how to identify a variable interest entity, who should consolidate the VIE, who's the primary beneficiary and what a variable interest is.

Business Combinations

Michele Meadows, Director, Transaction Services – Accounting Advisory, KPMG

This session covers an overview of the FASB statements and interpretations that relate to the purchase method or consolidation procedures, and method of accounting for goodwill and other intangible assets. Highlights include allocating purchase cost and computing goodwill; testing goodwill and other intangible assets for impairment; estimating fair value; and consolidating variable interest entities and push down accounting.

CONTROLLERSHIP (C5)

Entrepreneurship

Mark Dauberman, CPA

Program Level: Overview

NASBA Field of Study: Management

CPE Credit: 2

Many of us dream of starting our own businesses, but do we have what it takes to be successful? This program explores the characteristics of successful entrepreneurs and provides guidelines for starting a business and developing a business plan. Whether you are currently in business or think you may start one some day, this session will provide meaningful tools and insights. It also prepares non-entrepreneurs for the unthinkable – unemployment.

PERSONAL & PROFESSIONAL DEVELOPMENT (P5)

Collaborative Skills: Building Effective Teams

Patricia Jones, CPA and Karen Schoenebeck, CPA, Educational Foundation for Women in Accounting (EFWA)

Program Level: Basic
 NASBA Field of Study: Personal Development
 CPE Credit: 2

This session promises to help you develop your management skills! Participants will be introduced to the concept of collaboration, identify prominent characteristics of effective teams, and participate in a problem solving group exercise. This qualifies for the EFWA Leadership Training Series component.

Tax (T5)

Retire with a Tax Favored Plan

Donna Prestia, Senior EP CE & O Analyst, Internal Revenue Service

Program Level: Basic
 NASBA Field of Study: Taxation
 CPE Credit: 2

Help your clients choose a retirement plan for their employees. What are the advantages to having a retirement plan? What options are available for your clients to consider? Starting a small business retirement plan can be easier than most business people think. Businesses may choose to offer IRAs, defined contribution plans or defined benefit plans. The full array of tax-favored retirement vehicles for small business owners will be discussed.

3:10 – 3:40 pm
 Break in Exhibit Area

3:40 – 4:30 pm
 Concurrent Sessions 6

ACCOUNTING & AUDITING (A6)
Public Company Accounting Oversight Board Update

Samantha E. Ross, PCAOB
 Program Level: Overview
 NASBA Field of Study: Accounting & Auditing
 CPE Credit: 1

How familiar are you with the Public Company Accounting Oversight Board (PCAOB)? This session will provide an overview of the goals, expectations, jurisdiction and strategies of this new oversight organization. Learn which new projects and pronouncements are currently being considered.

CONTROLLERSHIP (C6)

Improving the Quality of Employee Benefit Plan Audits

Anita Baker, CPA, CEBS, PHR, Principal, Larson, Allen, Weishair & Co.
 Program Level: Overview
 NASBA Field of Study: Specialized Knowledge & Application
 CPE Credit: 1

This session will be an overview of the employee benefit plan industry including recent regulatory developments and related audit and

accounting issues. The Department of Labor (DOL) recently completed an assessment of the quality of employee benefit plan audits for the 2000 plan year. This session will review the results of the DOL study and provide guidance on how to design employee benefit plan audits to address the deficient audit areas identified in the DOL report. The session will also provide participants with information on the AICPA Employee Benefit Plan Audit Quality Center including the membership requirements and benefits of becoming a member of the Center.

PERSONAL & PROFESSIONAL DEVELOPMENT (P6)

Accounting for Kids: A Time to Give Back

Crystal L. Faulkner, CPA, Partner, Cooney Faulkner & Stevens, LLC
 Program Level: Basic
 NASBA Field of Study: Personal Development
 CPE Credit: 1

This session will focus on how CPAs and other financial professionals can make a difference in the lives of underprivileged and at risk children through programs like Accounting for Kids Day. Discussion will also take place on the new 360 degree financial literacy program that the AICPA is adopting.

Tax (T6)

Estate Tax Planning

Jacqueline E. Wiggins, JD, LL.M., CLU, ChFC, Massachusetts Mutual Life Insurance Company
 Program Level: Advanced
 NASBA Field of Study: Taxation
 CPE Credit: 1

Long-term care expenses can substantially erode a family's financial security. To ensure the conservation and preservation of a family's financial assets, a long-term care analysis should be an integral part of the planning process. Qualified long-term care insurance offers advantages to clients who wish to protect assets against escalating costs of long-term care. This workshop will explore the unique tax treatment of purchasing qualified long-term care insurance in a variety of situations from personally owned coverage to employer-sponsored coverage.

5:00 – 6:30 pm
 ASWA Annual Business Meeting

5:00 – 6:30 pm
 AWSCPA Business Matters Meeting and Affiliate Exchange

5:30 – 6:30 pm
 AWSCPA MAL Exchange

6:30 pm
 Dinner (on your own)

6:30 – 11:00 pm
 Hospitality Suite Open

Friday, November 12

6:30 – 8:00 am
 Continental Breakfast in the Exhibit Area

6:30 am – 3:30 pm
 Exhibit Area Open

7:00 am – 5:00 pm
 Registration Open

7:00 – 7:50 am
 Early Bird CPE (EB2)

Cost Segregation

Chris Hitzelberger, Vice President and National Practice Leader, Marshall & Stevens

Program Level: Overview
 NASBA Field of Study: Taxation – Special Tax Matters
 CPE Credit: 1

Find an inspired solution for your clients. Learn how to increase cash flow for building owners through accelerated depreciation of building components. Cost segregation maximizes a building's tax benefits for accelerated depreciation by identifying, classifying and segregating the property. This session will define what cost segregation is, and take participants through the process by way of case studies and sample analysis. It will look at all the aspects of cost segregation: Qualifying property, cost segregation engineer services, tangible personal property tests, and recent tax incentives and rulings.

7:00 – 7:50 am
 Early Bird CPE (EB3)

General Tax Credits

Moderator: Marianne Heard, CPA, American Express Tax & Business Services
 Panel: Tom Buonopane, American Express Tax & Business Services, and TBD
 Program Level: Overview
 NASBA Field of Study: Taxation
 CPE Credit: 1

Tax incentives provided by the Tax Reform Act of 1986 and its predecessors have been important tools for construction, preservation and economic development in the United States since 1976. Tax credit programs have generated jobs, increased retail sales and created new earnings for businesses and new homes for families. This session will focus on the following four tax credit programs: Research and Development; New Markets; Historic; and Affordable Housing.

8:00 – 9:40 am
 Concurrent Sessions 7

ACCOUNTING & AUDITING (A7)

OCBOA

Denise Hesler, CPA, Audit Manager, Schmersahl Treloar & Company

Program Level: Intermediate

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

As accountants, most of us are familiar with financial statements prepared in accordance with generally accepted accounting principles (GAAP). Sometimes however, we are required to produce statements to meet other specifications. Contracts, shareholder agreements, grantors, regulatory agencies and others often require financial statements prepared on Other Comprehensive Basis of Accounting (OCBOA). Learn when, why and most importantly, how to (and how not to) prepare OCBOA financial statements.

CONTROLLERSHIP (C7)

Mentoring for Success

Barbara Guerra, CPA, Marianne Heard, CPA, & Marilyn Huset, CPA, AICPA Work/Life & Women's Initiatives Committee

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 2

Numerous studies and anecdotal evidence have shown the important role that mentoring plays in professional success. Whether you're interested in becoming a mentor, being mentored or setting up a mentoring program, the AICPA Work/Life and Women's Initiatives Executive Committee can help you to understand the benefits, roles and relationships, and qualifications for successful mentoring. Learn how to find and contact a mentor, set up a mentoring partnership and create a mentoring agreement. Participants will leave this session with tips and tools to use in your office.

PERSONAL & PROFESSIONAL DEVELOPMENT (P7)

Growing the Practice – Building a Ferrari Network

Gale Crosley, CPA, Crosley + Company

Program Level: Intermediate

NASBA Field of Study: Management

CPE Credit: 2

More often than not, CPA firms rely on a few partners to generate business for the rest of the firm using the tried and true banker/lawyer/lunch approach. But in today's rapidly changing world of opportunities, especially as rainmakers retire, the approach not only sub-optimizes growth, but also poses a real threat to the ongoing revenue of the practice. This session explores alternatives in acquiring and growing your client base. We'll discuss the firm-wide processes necessary to institutionalize practice growth. We'll also discuss the new opportunities that are emerging and new ways of identifying

and landing clients. You'll learn the "research call" approach and why it works. Most importantly, bring your most difficult practice growth challenge to the table, and we'll give you our best ideas on how to solve it.

TAX (T7)

Tax Planning for Highly Compensated Individuals

Neal B. Inscoe, The Alliance of Professionals for Business, Inc.

Program Level: Advanced

NASBA Field of Study: Taxation

CPE Credit: 2

This discussion provides professionals and business owners with multiple, legal, tax savings ideas in order to reduce or eliminate taxes for highly compensated individuals. Planning isn't easy for today's business owners and high net worth individuals seeking to maximize and retain the fruits of their labor. Tax planning requires experts. Topics addressed will include understanding the role of the myriad of insurance products, legal issues in retirement and estate planning, and business succession. Using these techniques, any practitioner can help their client achieve their financial goals.

9:40 – 10:10 am
Break in Exhibit Area

10:10 am – 11:50 am
Concurrent Sessions 8

ACCOUNTING & AUDITING (A8)

SEC Update

Elizabeth Prossnitz, CPA, Managing Director of Acquisitions–SEC Content, CCH Incorporated

Program Level: Update

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

In our rapidly changing business and economic environment, it is critical to be aware of the recent activities of the Securities & Exchange Commission (SEC) and changes in disclosure requirements. As many of us prepare for year-end reporting, learn about the current focus of the SEC from CCH's SEC Content Expert.

CONTROLLERSHIP (C8)

Managing in Times of Change

Kathy Spearing, Robert Half International

Program Level: Intermediate

NASBA Field of Study: Management

CPE Credit: 2

Businesses are continuously evolving and in order to succeed, they need professionals who can lead staff and management through transition periods such as mergers, acquisitions and downsizing. Managers must be able to motivate their employees even during the most challenging of times. During this session we will discuss helping your team understand

changes taking place within your company, how to deal with different types of changes and how to facilitate change.

PERSONAL & PROFESSIONAL DEVELOPMENT (P8)

Nine Principles of Ethical Behavior

Mark Dauberman, CPA

Program Level: Overview

NASBA Field of Study: Ethics & Personal Development

CPE Credit: 2

Learn about the direct relationship between your behavior and your ability to achieve success and accomplish goals. This program is designed to challenge attendees to re-think their personal and business relationships and modify behaviors.

TAX (T8)

2004 Federal Tax Update

Claude Renshaw, CPA, Professor, Saint Mary's College

Program Level: Intermediate

NASBA Field of Study: Taxation

CPE Credit: 2

In the last several years, there has been a significant amount of new legislation affecting individual and business taxes. At this seminar, participants will have the opportunity to learn about and brush up on many of the new rules, with an analysis of the winners and losers. Topics include lower tax rates, child tax credits, education credits, Traditional and Roth IRAs, sale of personal residence, depreciation of business property (especially automobiles), adoption credits, dividends on common stock, capital gains, student interest, deductions for teachers, home office deductions and many more. This session promises to reflect any up to the minute tax law changes.

11:55 am – 1:00 pm
Networking Luncheon

1:00– 2:40 pm
Concurrent Sessions 9

ACCOUNTING & AUDITING (A9)

SAS 99 & Related Documentation

Debra Hopkins, CPA, CIA, Director of CPA Review, College of Business, Northern Illinois University

Program Level: Intermediate

NASBA Field of Study: Accounting & Auditing

CPE Credit: 2

Lions and Tigers, and Fraud, OH MY! Lions and Tigers, and Fraud! OH MY! As you are following the yellow brick road of auditing today, some may feel they are entering the dark forest when it comes to the consideration of fraud. Consider this session to learn about SAS 99 and how it affects the audit of financial

statements, understand the information gathering phase of audit engagement, identify fraud risk factors, understand how to assess the risk of material misstatement due to fraud, understand the documentation requirements of SAS 99, and find out how to effectively implement SAS 99 to maximize client retention and minimize liability exposure. Participants will audit their way to the land of OZ in no time after attending this session!

CONTROLLERSHIP (C9)

Sarbanes Oxley – Public Companies

Moderator: Denisa Jones, CPA, Vaco LLC

Panel: Shelly Selby, CPA, Accounting Manager, Transport Corporation of America, Mark A. Steinkrauss, VP of Corporate Relations in Chicago, Telephone and Data Systems, Inc., and Dave Truesdell, CPA, American Express Tax & Business Services

Program Level: Intermediate

NASBA Field of Study: Management

CPE Credit: 2

Everyone knows about Sarbanes Oxley, but do you know and understand how the law is affecting the big companies? This panel session will look at the cost and the changes that public companies have gone through to prepare and put into practice the new laws and deadlines associated with Sarbanes Oxley. The panel will discuss the issues their companies faced and how they resolved them or are resolving them today. Bring your questions and experiences.

PERSONAL & PROFESSIONAL DEVELOPMENT (P9)

Essential Skills for Managing Change

Mary Cheaney, CPA, and Blane Ruschak, Educational Foundation for Women in Accounting (EFWA)

Program Level: Intermediate

NASBA Field of Study: Management

CPE Credit: 2

You should attend this presentation if you are interested in enhancing your communication skills. Attendees will develop strategies for dealing with change in the work environment and at home. This qualifies for the EFWA Leadership Training Series component.

Tax (T9)

Taxes – In the Eye of the Beholder: Current Rulings and Cases

Ruth Ann Michnay, CPA, MBT, EA, Owner, Ruth Ann Michnay, P.A.

Program Level: Basic

NASBA Field of Study: Taxation

CPE Credit: 2

Court cases occur when the taxpayer takes a position against the IRS. Tax Court and/or the US Circuit of Appeals steps in to resolve the conflict. Tax positions are sometimes “in the eye of the beholder.” Tax preparers need to understand the court system, levels of assurance for each standard and the authority to support

their position. Circular 230 is in the process of being amended to include “best practices.”

Before the IRS issues final regulations, the Administrative Procedures Act (APA) governs the rule making of the Treasury and IRS. Tax practitioners can be involved during the public response time. Come to this session to learn about current rulings and cases.

2:40 – 3:10 pm

Break in Exhibit Area

3:10 – 4:50 pm

Capstone General Session

Becoming the CEO of You, Inc.

Susan Bulkeley Butler, President, The Susan Bulkeley Butler Institute for the Development of Women Leaders

Program Level: Overview

NASBA Field of Study: Personal Development

CPE Credit: 2

Pioneering executive Susan Bulkeley Butler (the first woman partner at Accenture, the \$13 billion international management consulting and technology services organization) will share the secrets that propelled her from a small-town girl (from Abingdon, Illinois; population 4,000) to one of America’s highest-paid women executives. She’ll help participants develop their skills to Become the CEO of You, Inc.

Butler, whose motto is “Make things happen for you, don’t just let things happen to you” will get participants to think about developing their own personal strategy, building a personal board of directors, writing a tactical plan for the coming year and assessing their progress through quarterly reviews and an annual report.

5:00 – 5:50 pm

Hospitality Suite Open

7:00 – 10:00 pm

Awards Gala

10:00 pm

Joint National Conference Ends

Saturday, November 13

8:00 – 8:50 am

Post-Conference CPE (PC1)

Health Plans

Florence Hammer, Vice President Product Management, First Health Group, Corp

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

HSA’s MSA’s, MERP’s, what solutions do these plans offer to businesses? A discussion of the advantages, disadvantages, differences and commonalities of these various health plan options.

8:50 – 9:00 am

Coffee Break - No breakfast served.

9:00 – 9:50 am

Post-Conference CPE (PC2)

Delegation Skills – Part 1

Kym Anderson, CPA and Karen Hefner, EA, Educational Foundation for Women in Accounting (EFWA)

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

Come to this session to explore the art of delegation to effectively handle management responsibilities. This presentation will help participants develop their management skills. This qualifies for the EFWA Leadership Training Series component.

9:50 – 10:00 am

Coffee Break

10:00 – 10:50 am

Post-Conference CPE (PC3)

Delegation Skills – Part 2

Kym Anderson, CPA and Karen Hefner, EA, EFWA

Program Level: Basic

NASBA Field of Study: Management

CPE Credit: 1

Come to this session to explore the art of delegation to effectively handle management responsibilities. This presentation will help participants develop their management skills. This qualifies for the EFWA Leadership Training Series component.

11:00 am – 1:00 pm

Post-Conference CPE (PC4)

Have Your Own Successful Accounting Service

Allen Bostrom, CPA, President, Universal Accounting and Roger Knecht, PB, Director of Marketing, Universal Accounting

Program Level: Basic

NASBA Field of Study: Consulting

CPE Credit: 2

There are several reasons why the experts agree that starting an accounting service is the best of the best home-based businesses ideas: you can choose to work part-time or full-time; there’s a fantastic demand for this service; and, you can earn a great supplemental or primary income! As an attendee, you will learn how to save many wasted hours and thousands of dollars as we share with you techniques that work. You will also learn such things as how to make the money you deserve; how to become a Professional Small Business Accountant & Bookkeeper; how to make \$30-\$60 per hour full or part time; how to easily get more clients than you can handle; how to charge your clients a fair but equitable fee; how to get started for next to nothing and much, much more.

No advanced preparation or prerequisites are required for any of these courses.

Participation in the ASWA/AWSCPA Joint National Conference is limited to those registered. Full registration includes:

- Admission to all sessions (Wednesday, Thursday and Friday) and Awards Gala
- Access to the exhibit area
- Wednesday's Welcome Reception at the Shedd Aquarium
- Daily continental breakfasts, refreshment breaks and luncheons
- Registration materials

Please note: The Awards Gala event is included in the registration fee. If registrants wish to bring additional guests, the cost is \$75 per additional person and space is limited.

The ASWA/AWSCPA Joint National Conference offers several registration options for the convenience of conference registrants:

On-Line Option:

You may submit your registration form through the ASWA and AWSCPA Web sites at www.aswa.org or www.awscpa.org. On these Web sites, you will find a complete registration form that will process your completed registration with a credit card payment via a secure server.

Mail Option:

If you prefer to mail your registration with a check (or credit card information), complete the registration form and mail to:

ASWA Lockbox
P.O. Box 826131
Philadelphia, PA 19182-6131

Fax Option:

You may fax your registration form with your VISA, MasterCard or American Express information to 703-506-3266, 24 hours a day, seven days a week. Registrations can not be processed without complete credit card information.

Registration Fees

	By 10/11/04	After 10/11/04 and Onsite
ASWA or AWSCPA Member	\$465	\$515
Nonmember	\$565	\$615
One-Day*	\$210	\$260
Speaker—full conference**..	\$380	\$430

Membership in ASWA or AWSCPA is individual. Member registration fees apply only to individuals holding a current membership in either organization.

The official JNC name badge is required for all sessions, social activities and exhibits. You may register in advance or onsite at the ASWA/AWSCPA Joint National Conference.

* One day registration includes that day's educational sessions, refreshment breaks, luncheon and handout materials. You may register for one day only, otherwise you must register for the entire conference.

** Speakers may attend the conference on the day of their presentation on a complimentary basis. Speakers who wish to register for one additional day will pay the appropriate one-day fee. Speakers who wish to attend the full conference may do so at the special "Speaker—full conference" fees listed. This special fee is available only to speakers.

Special Note to the Disabled:

ASWA and AWSCPA wish to ensure that no individual with a disability is excluded, denied services, segregated or otherwise treated differently from other individuals because of the absence of an auxiliary aid or service. If an auxiliary aid or service identified with the Americans with Disabilities Act is required, please contact ASWA Headquarters at 703-506-3265.

Continuing Professional Education Hours

Select from more than 72 hours of CPE to earn up to 26 hours of credits at the ASWA/AWSCPA Joint National Conference. Three days of sessions are offered during the meeting with



topics of interest to those in public and private accounting as well as education and government. Attendees are responsible for determining their individual state's requirements for CPE.

ASWA and AWSCPA are registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Nashville, TN 37219-2417. www.nasba.org.

Hotel Accommodations

The ASWA/AWSCPA Joint National Conference has reserved a block of rooms for conference attendees at the Hotel InterContinental at a special rate of \$169 per night, single or double occupancy + tax.

To reserve a room, contact the Hotel InterContinental's reservations department at 800-327-0200. **Be sure to mention that you are attending the ASWA/AWSCPA Joint National Conference to receive the discounted room rate.** The Hotel InterContinental will be holding the ASWA/AWSCPA room block until Friday, October 8, 2004. The Hotel InterContinental has several other groups in house and once ASWA/AWSCPA's room block is sold out, rooms will be on a space and rate available basis only, so do not delay!

The Hotel InterContinental is located at 505 N. Michigan Avenue, Chicago, IL 60611, Tel.: 312-944-4100 or 800-628-2112.

Roommates

Contact AWSCPA headquarters at 800-297-2721 to inquire about sharing a room with another meeting attendee. A file will be kept of those who request roommates and you will be given those names and numbers upon request. It is up to you to actually make contact and set up rooming arrangements.

Getting to Chicago

Chicago is serviced by two major airports, O’Hare International (ORD) and Midway Airport (MDW) with service from most major airline carriers. The InterContinental Chicago is located 12 miles from O’Hare and 18 miles from Midway Airport.

Payment/Confirmation

All registrations must be accompanied by a check or credit card number for the full registration fee. Checks are to be made payable in U.S. funds to “JNC.” Registrations will not be processed without full payment.

Advance registration will be confirmed in writing before the conference. Badges and program materials may be picked up at the ASWA/AWSCPA Joint National Conference registration desk at the conference.

Cancellations

Notification of cancellation must be submitted in writing to the ASWA/AWSCPA Joint National Conference headquarters. Cancellations received by Monday, October 11, 2004 will

be subject to a \$75 cancellation fee. Refund will be mailed post-conference. No refunds will be made for cancellations received after Monday, October 11, 2004. Substitutions are allowed at any time but must be submitted in writing. Registrants who fail to attend the ASWA/AWSCPA Joint National Conference are responsible for full payment.

Become an ASWA or AWSCPA Member

For information on ASWA membership, please contact ASWA headquarters at 703-506-3265 or aswa@aswa.org. Membership information is also available on ASWA’s Web site: www.aswa.org.

For information on AWSCPA membership, please contact AWSCPA headquarters at 1-800-AWSCPA1 or info@awscpa.org. Membership information is also available on AWSCPA’s Web site: www.awscpa.org.

Attire

Conference participants should wear casual business attire, defined as dress slacks or casual dress wear. No jeans, please. Dress for the Awards Gala will be cocktail attire.

Questions

If you have any questions regarding registration, refund, complaint and program cancellation policies, please contact either ASWA at (703) 506-3265 or AWSCPA at (800) 297-2721 or visit their respective Web sites at www.aswa.org or www.awscpa.org.

Exhibitors and Sponsors

Exhibitors and Sponsors confirmed at press time are:



Exhibiting and sponsorship opportunities are still available! Contact Shaughna Giracca at ASWA headquarters, 703-506-3265 or Melissa Lynd at AWSCPA headquarters, 1-800-AWSCPA1, for details.



ASWA/AWSCPA Joint National Conference Registration Form

Please print or type:

First Name _____ Last Name _____

Title _____

Company Name _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

E-mail _____

ASWA/AWSCPA Chapter Affiliation _____ Membership ID# _____

	By 10/11/04	After 10/11/04 and Onsite
ASWA or AWSCPA Member	<input type="checkbox"/> \$465	<input type="checkbox"/> \$515
Nonmember	<input type="checkbox"/> \$565	<input type="checkbox"/> \$615
One-Day*	<input type="checkbox"/> \$210	<input type="checkbox"/> \$260
Speaker—full conference**	<input type="checkbox"/> \$380	<input type="checkbox"/> \$430

If registering for one day only, check the day you will be attending:

Wednesday Thursday Friday

Extra Guest Tickets

of tickets _____ Wednesday's Welcome Reception @ \$45

of tickets _____ Thursday's Luncheon @ \$45

of tickets _____ Friday's Luncheon @ \$45

of tickets _____ Friday's Balance Awards Gala @ \$75

TOTAL CONFERENCE FEES \$ _____

Membership in ASWA or AWSCPA is individual. Member registration fees apply only to individuals holding a current membership in either organization.

The official JNC name badge is required for all sessions, social activities and exhibits. You may register in advance or onsite at the ASWA/AWSCPA Joint National Conference.

* One day registration includes that day's educational sessions, refreshment breaks, luncheon and handout materials. You may register for one day only; otherwise you must register for the entire conference.

** Speakers may attend the conference on the day of their presentation on a complimentary basis. Speakers who wish to register for one additional day will pay the appropriate one-day fee. Speakers who wish to attend the full conference may do so at the special "Speaker—full conference" fees listed. This special fee is available only to speakers.

Full conference registration for members and nonmembers includes admission to all educational sessions, exhibits, luncheons, refreshment Breaks, receptions and handout materials.

Payment Information

Registrations will be accepted with credit card information on-line at www.aswa.org or www.awscpa.org or by fax at 703-506-3266. Completed forms with checks made payable to "JNC" should be returned to:

ASWA Lockbox
PO Box 826131
Philadelphia, PA 19182-6131

Registrations can not be processed without full payment.

Credit Card Information

Visa MasterCard American Express

Card number _____

Expiration date _____

Name on card (please print) _____

Signature _____

Educational Sessions — Please complete.

Please refer to the conference schedule for session numbers and descriptions and indicate your CPE session selections to ensure availability and adequate seating (check no more than one session per time slot).

Wednesday, November 10

2:20 – 3:10 p.m. A1 C1 P1 T1
3:20 – 4:10 p.m. A2 C2 P2 T2

Thursday, November 11

7:00 – 7:50 a.m. EB1
8:00 – 9:40 a.m. A3 C3 P3 T3
10:10 – 11:50 a.m. A4 C4 P4 T4
1:30 – 3:10 p.m. A5 C5 P5 T5
3:40- 4:30 p.m. A6 C6 P6 T6

Friday, November 12

7:00 – 7:50 a.m. EB2 EB3
8:00 – 9:40 a.m. A7 C7 P7 T7
10:10 – 11:50 a.m. A8 C8 P8 T8
1:00 – 2:40 p.m. A9 C9 P9 T9

Saturday, November 13

8:00 – 8:50 a.m. PC1
9:00 – 9:50 a.m. PC2
10:00 – 10:50 a.m. PC3
11:00 a.m.– 1:00 p.m. PC4
Please check if you are: First Time Attendee

Accounting Area (please check):

Audit Governmental Accounting
 Education Non-profit
 Financial Accounting Tax
 Other: _____

If you are a new member, please indicate the date you became one: _____



Please indicate any special needs regarding accessibility: _____

Please note any specific food allergies: _____

Questions

Any questions regarding the program or registration, please contact:

ASWA headquarters:

Tel: 703-506-3265

Fax: 703-506-3266

E-mail: aswa@aswa.org

Web site: www.aswa.org

Or

AWSCPA headquarters:

Tel: 1-800-AWSCPA1

Fax: 937-222-5794

E-mail: info@awscpa.org

Web site: www.awscpa.org



ASWA/AWSCPA JNC
136 South Keowee Street
Dayton, OH 45402

ASWA/AWSCPA Joint National Conference
November 10-12, 2004
Hotel InterContinental
Chicago, Illinois, USA

This brochure contains information regarding the American Society of Women Accountants/American Woman's Society of Certified Public Accountants' Joint National Conference. Please circulate to the appropriate financial professionals within your organization. If not deliverable to addressee, please route to your organization's accountant, treasurer or controller.