**1 week before panel**

**Email 4: Reminder**

Greetings, panel members,

We are emailing you to give parking information for the Educating Medical Students about Autism Spectrum Disorders (ASD) panel. As you know, the panel will take place on (**Insert date and time**). It will be located in (**Insert Location**).

Please arrive at **(Insert time)**, as the panel will begin promptly at (**Insert time**). You are more than welcome to arrive early; we will have consent forms for you to sign before the panel begins. We will be **filming this panel for future reference** and to use in educating medical students.  The forms you sign will serve to recognize and approve this.

You will find a campus map attached that shows you where to park **(Insert name of parking structure)**. The address for the garage is [**(Insert address)**](http://www.campusparc.com/osu/garages/safeauto-hospitals); you can find more information by clicking the hyperlink.

If you have any questions or want to meet before to practice, please contact me at **(Insert Phone number)** or by **email** at **(Insert email)**. We look forward to seeing you on **(Insert date)**.