

Technical

Training

OPPORTUNITY



PLEASE POST OR DISTRIBUTE THIS MEMO TO YOUR EMPLOYEES

COURSE:	INTRODUCTION TO URBAN TRAVEL DEMAND FORECASTING
DESCRIPTION:	<p>This is a 4-day introductory course in travel demand forecasting. Through classroom lecture and interactive workshops, the course covers the traditional four-step planning process of trip generation, trip distribution, mode choice and traffic assignment. It also includes presentations on the development of land use forecasts, network and zone structures and use of Geographic Information Systems. The course also includes software applications to problems previously solved manually to reinforce the concepts taught in the classroom. Upon completion of the course, participants will be able to:</p> <ol style="list-style-type: none">1) Identify the principles of trip generation, trip distribution, mode choice, and traffic assignment.2) Apply the input data necessary for each of the models.3) Illustrate the significance of the outputs and results of travel demand forecasting models.4) Describe the role of urban transportation planning in decision making.

AUDIENCE: Relatively new Federal, State and local planners who wish to gain a better understanding of the principles and techniques of travel demand forecasting.

DATE & TIME: **September 27-October 1, 2004**
Class will start at Noon on September 27, 2004 and end at Noon on October 1, 2004

LOCATION: Mn/DOT Training & Conference Center
1900 West County Road I
Shoreview, MN 55126
Phone: 651/297-4429

PREREQUISITES: Computer experience is required.

REGISTRATION PROCEDURE: Obtain supervisory approval before registration. Register through your Employee Development Specialist (EDS) or Program Support Group Offices. The Technical Certification office must receive names in priority order two weeks before the class to ensure space in class.

Registrations will be accepted on **GroupWise**. **Send a note to Sandy Servatius** or letter to MS 650. Confirmations will be returned on **GroupWise** to Employee Development Specialists/Program Support Group offices. You are not registered until confirmations are sent.

COURSE FEE: **\$530.00/person** - will be paid by the Technical Certification unit for Mn/DOT personnel.

MATERIALS: Calculator, note paper, pencils and highlighter

LODGING: Please call 651/297-4429 for motel/hotel information in the vicinity of the Mn/DOT Training Center.

CANCELLATION PROCEDURES: **All cancellations must be made 7 calendar days prior to the class starting date. All cancellations must be in writing by sending a letter to Sandy Servatius, Mail Stop 650, or send a fax to 651/296-3811.**

Your office will be charged **\$530.00** per person for late cancellations and no shows.

COMPENSATORY TIME: Employees who are subject to overtime should note that attendance at non-assigned training is voluntary and that the total state time is not to exceed the regular scheduled work day.

COST ACCOUNTING: Mn/DOT employees shall use the following activity code on their time sheet for this class. Activity Code: **0601**

ADDRESSEES:

District Traffic Engineers	Todd Broadwell – D8
Employee Development Specialists	Gene Hicks
Program Support Group Offices	Lynne Bly
Walter Leu – D1	Sue Groth
Lou Tasa – D2	FHWA
Jim Povich – D3	
Mike Ginnaty – D4	
Tim Henkel - Metro	
Greg Paulson – D6	
Douglas Haeder – D7	