TIPS FOR 2002 CLASS
Contributed by 2001 Class

THE JOB
1. Everyone is rotated through the following departments: front desk concierge, food and beverage housekeeping, sales and marketing guest relations
2. You can request to work in other areas: banquets bakery
3. Chinese and Japanese kitchens
4. Keep an open mind; remember that management styles are different in other countries.
5. .4. Most of the customer contact staff can speak pretty good English but you can help them improve.
6. You might teach English classes one time per week when the hotel is not busy. 6. You will also receive two Chinese classes every week.
7. You will receive two uniforms from the hotel for work.
8. Bring comfortable professional looking shoes from home. You can buy shoes here but the sizes are limited.
9. You will be paid a monthly salary of$38 U.S. dollars (300 RMB). It does not sound like much, but it goes a long way in China.
10. Ask questions! Keep yourself busy at work.
11. If you need help with anything-talk to Francesco the Western F+B Manager.
12. Make friends in the hotel-it will give you a more well-rounded experience.

TIPPING
1. In the hotel- bellboys, room service. You may tip others if you wish but it is not required.
2. Servers in restaurants, taxi drivers, and bar tenders are not tipped in China.

MONEY
1. Bring travelers checks and not cash. You will receive a higher exchange rate with traveler's checks.
2. You can withdraw money off of your bank or credit card at the front desk. There is no charge to your bank, but there is a hotel service charge of about $4.00 per $100.00.
3. Exchange your money at the hotel. It is convenient, safer (chance of fake money) and the exchange rate is the same throughout the city.
4. Bring as much money as possible.

SHOPPING
1. You can buy almost everything here that we have in the U.S. Some brand name items are more expensive (make-up).
2. Bring enough deodorant to last the entire trip! !
3. If you have specific personal care Items make sure you bring enough for the entire trip (Crew hair gel or and other specialty items).
4. You can buy q-tips, toothpaste, tissue, female products, soap, etc. when you arrive in China; these products are cheaper in China.

5. SHARP (Xin Bai) shopping center - across from the hotel
   - small super market in the basement
   - good for specialty items (birthday cards, hair dye, etc.)
   - good shoe selection for work shoes

6. CARREFOUR (Chinese version of a super Wal-Mart)
   - Better selection of food items, sometimes more expensive, but good quality.

7. Sharon will show you the local supermarket near the hotel.

8. CONFUCIOUS TEMPLE (fuzi miao)
   - local souvenir market (good shopping)
   - extremely cheap when you bargain, start at quarter to half price offered

9. HANKOU ROAD
   - next to Nanjing Normal University good for cd/vcd/dvd shopping
   - Skyway deli –
   - good western deli

10. HUNAN ROAD
    - good clothes shopping, but higher prices for the quality

11. Every street has many shops here in the downtown area.

12. Bring someone Chinese with you the first time if you feel uncomfortable or need something specific they can translate for you.

13. The best and easiest way to bargain is by using a calculator to show the price

14. Don't pack too many clothes. You only get 50 pieces a month and that's all you'll need. You will wear your uniform most of the time. You can buy brand name clothes here for cheap.

PHOTOS
1. Developing film is so much cheaper here than the states.
2. The film rolls are the same price or sometimes cheaper if you want to save space in your luggage.
3. Hotel provides a same day developing service.
4. Take Sharon with you the first time, she can get you a good discount.
5. Use the back door of the film developing shop not the front, they will realize you get a discount.

HEALTH
1. For minor illness the hotel clinic is good and they have an English-speaking doctor there and he is familiar with western medicines.
2. Be sure to bring any prescription drugs you made need and in large supply.
3. You should also bring some over the counter drugs. (Alka-Seltzer, Imodium, Tylenol, Midol, allergy medicine, etc.)
4. Your international insurance will cover any major medical emergencies.
5. Don't be insulted if Chinese people call you fat. It is just a cultural difference.
6. The salon in the 2nd basement of the hotel is really good and cheap~ for hair cuts.

**TRAVELING**

1. In Nanjing-
   a. Taxis are 7 RMB for the first 3 kilometers. The hotel is in the center of town, so most places you'll go are within this area.
   b. It's a safe and easy way to get around.
   c. The hotel staff can write the address in Chinese or you can show the taxi a business card from the location.
   d. The buses are only 1 RMB but you NEED to bring a Chinese person with you unless you know the bus number and are familiar with the place you're going.
   e. There are two bicycles available for your group but it's very congested when riding in the city and currently only one works and it doesn't work well (bad brakes, tires leak)

2. Outside Nanjing-
   a. Bring Money! The average cost for trips to Beijing or Xi'an are from $200- $300 US dollars plus any extra for shopping or attractions outside of the travel package.
   b. This is by train, to fly is perhaps double the price.
   c. Hard sleepers on the train~ are adequate for travel.
   d. The trips can last up to 14 hours or more; so take a night train to save daytime.
   e. Trains are reasonably safe and make sure to have a Chinese person from the hotel escort you for your first few times.
   f. Make sure to get a printed itinerary for trips in or out of Nanjing. This assures what is included in the price of your package.
   g. Tour guides are usually tipped, ask Sharon for further details.

3. Hotel Field Trips-
   a. Plan the trips within your group ahead of time.
   b. If you want to see specific attraction within Nanjing or nearby let Sharon know right away.
   c. Include visiting cultural sites like an orphanage or retirement home just for example.

**TELEPHONE**

1. Purchase an IP card to make phone calls from your room.
2. Cards from the states are not that helpful here in China; but friends and family that want to call you can find good rates at the Asian markets in the U.S. (Make sure its in English)
3. Use the computer to make phone calls home!
4. Yahoo or Net2Phone are sites that give PC-to-phone service usually at very good rates. (Yahoo and Net2Phone are $0.02 a minute), but the connection isn't always good
5. The Business Center will provide you with a microphone but you might need to use your headphones.
6. There may be a little static at times but it's worth the cost.
**COMPUTERS**

1. Bring a laptop if you have one, but it's not a necessity.
2. The Business Center provides 30 hours a month of free Internet access. There are two English computers but the others are usable.
3. Projects or reports are not included in the 30 hours of allotted time.
4. Scanning is very expensive even with the discount. If you have a digital camera, bring one, but it should use a 3Y4 floppy for storage to easily transfer pictures to the hotel computers

**LUGGAGE**

1. Bring LARGE baggage and leave space for souvenirs when packing.
2. You can also buy cheap luggage here in China.
3. Don't bring that many clothes, you will not need them. (You will wear your uniform a lot of the time)
4. Bring luggage that has wheels, easier to move around.

**THE LANGUAGE**

Make the best of your Chinese classes!