

September 17, 2010

Dear Foreign Teachers and International students:

As you may be aware, China's mid-autumn festival (Sep 22) and national day (Oct1) are coming. All university staff will have holidays during September 22-24 and October 1-7. If you plan for traveling during the vacation, please keep us informed of when and where. It'd be helpful to let us know if there'll be any Chinese friend(s) who's('re) going with you or hosting you at the destination. Please provide us with their name and contact number just in case. We wish you a great time! During the vacation, we have one staff on duty everyday. You can find their name below.

Do make sure with your teacher and see if there are any class changes during the holidays.

Followings are some tips for your information.

1. Weather is expected to become colder especially in the morning and at night after mid-autumn festival. Autumn is a dry season and Chinese medicine (TCM) has a unique way tackling dryness (for instance see http://www.china-daily.org/China-News/Experts_on-Fall-health-eat-yam-against-the-autumn-dryness-Tremella/)
2. If you go to Shanghai Expo, follow the suggestions and security tips at <http://en.expo2010.cn/> . There will be famous Qianjiang Tidal Wave (<http://qianjiangguancho.com/e-chaowenhua.htm>) around mid-autumn. Be careful if you go and watch.
3. Make sure the electric power switched off, door and window shut before your trip. Regulation on electrical safety must be ensured. Use of fire is prohibited in Wenyuan(文苑 the in-campus flat).
4. Take care of your property and important documents, especially in areas such as public bus, train, scenic spots, cinemas, bars, restaurants and supermarkets. BEWARE OF PICKPOCKET!
5. Choose safe transportation vehicles like train, public bus and taxi. Ask for receipt for invoice (发票) in case of lost and complaint. Follow traffic rules when you walk, drive electric bicycle or car.
6. Be careful if you make exchange of foreign currency outside the bank, so as to prevent your money from being substituted or even robbed.
7. Pay attention to food quality. It's always better to choose big restaurant instead of snack stalls. Personal hygiene measures are to be attended to, such as hands washing, avoiding crowded places, enough sleep and balanced diet etc.
8. Religious activity is allowed at church, temple and mosque. Campus and home are not legal religious sites to preach in China.

In case of emergency, call 110 to seek help from police.

Staff on Duty

Mid-Autumn Festival (08:30-17:00)

Date	Staff Name	Office No.	Tel No.
September 22	Gina Wang(汪静娜)	23637	86613597
September 23	Jessica Lao(劳静)	23637	86613597
September 24	Judy Zhu(朱文佩)	23637	86613597

National Day Holiday (08:30-16:30)

Date	Staff Name	Office No.	Tel No.
October 1	Sandy Chen(陈晔)	23639	86613545
October 2	Allan Jiang(蒋剑锋)	23639	86613545
October 3	Qian Jun-Wen(钱俊文)	23641	86613551
October 4	Chen Hua-De (陈华德)	23643	86613552
October 5	Yvonne Yu (余雅芳)	23635	86613649
October 6	Wayne Huang(黄在委)	23635	86613649
October 7	Yu Zhong-Shu (俞忠树)	23641	86613551