Traveling is a fun experience. It's even better when you take the necessary time to plan. In order to facilitate your planning here are **6 TIPS** that will help you avoid too much stress.
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Did you know: The key to successful supervision is to review each activity, outing, or field trip and provide the best-qualified personnel possible, in ample numbers, to maintain the security of youth and to keep youth safe.

This webinar is a key opportunity to learn how you can integrate practical supervision methods and guidelines into your ministry.

Title: **Supervision**
Date: **Wednesday, November 13, 2013**
Time: **2:30 PM - 3:30 PM EST**
Traveling is a fun experience. It’s even better when you take the necessary time to plan. In order to facilitate your planning here are SIX TIPS that will help you avoid too much stress.

1. Know Where You Are Going

Before you buy a ticket, it is necessary to research the country you are going to visit. The State Department of your home country should have a list of current travel warnings. See below to visit the links for few State Departments around the world.

UK  https://www.gov.uk/foreign-travel-advice

Brazil  http://www.portalconsular.mre.gov.br/antes-de-viajar-1/alerta-aos-viajantes-1

Australia  http://www.smartraveller.gov.au/zw-cgi/view/Advice/Index

You should ask several questions and research the answers:

What will the weather be like?

Is that country organized?

How is it organized?

Should I drive there?

- If you plan to drive, learn about the traffic laws.
- Locate the closest hospital to the hotel where you will be staying, in case you need urgent care. This will give you peace of mind.
- Understand the place you will visit. If possible, ask a local person to give you the tips you need to visit without problems.
- Research the faith traditions and other customs. This will help ensure you don't offend anyone. Learning specific words in that language could save you time or help you go through difficult situations.
- Learn some background information and history of the place you plan to visit. Check all safety guidelines as well.

2. Check Your Documentation

Remember the laws of countries vary. Do as much research as much as possible for your trip. Some embassies and consulates take a long time to send your visa back to you.

- Check the travel requirements for the country you will be visiting.
- Make sure your paperwork is in order.
- Passport and visa should have expiration date at least six months in the future from the day you travel.
- Make copies of the first two pages of your passport containing your visa and keep it all with you in all times.
- Leave a copy of all your documents and your itinerary with a contact person back at home.
- Learn where the embassy and consulate of your home country is in your host country. You will need this information in case you need a new passport issued.
- When you arrive in the country, register with your embassy or consulate. If there is an emergency in the country, this allows the staff to be able to contact you.

3. Vaccinations and Immunizations

There are many diseases that are peculiar for each country. Make sure you know what possible disease you can be exposed to while traveling. Take the right immunizations and vaccinations before you leave.
- Yellow Fever is common in African and South American countries
- Make sure your tetanus shot is up-to-date.
- Hepatitis A and Hepatitis B shots should also be updated since there are many countries where you can be exposed to those viruses.
- Typhoid vaccine is often also recommended. You can get the salmonella bacteria anywhere you go. The typhoid vaccine gives you longer protection and helps your immune system to be well.

4. Luggage Restrictions

Each airline designates baggage luggage restrictions. To avoid last minute surprises, make sure you know what the restrictions are for the airline you are using.

- Learn about the weather at your destination. This will help you avoid packing unnecessary items.
- Research the appropriate manner of dress for the region you will be visiting. This will help you avoid wearing inappropriate clothing during your visit.
- Don’t carry a suitcase that attracts people’s attention because of the brand or how fancy it is.
- Carry a suitcase that is easily recognizable.

5. Money, Credit Cards, and Electronics

- Be aware of your surroundings when visiting ATM machines.
- Understand the fees you will be charged when using ATMs on international trips.
- Notify your credit card company that you will be traveling internationally. Specify the countries and dates of your trip. Ask them to note this information on your account so transactions will be allowed. Make sure you have an international contact number for your credit card company. This will allow you to call them from outside the United States if you have a transaction problem or if you lose your credit card.
- Take both cash and credit cards on your trip. Even today, some countries that don't have credit card machine or require certain minimum limits to charge a purchase.
- When using credit cards, make sure you can observe the person who takes the credit card to complete the transaction and what they are doing. There have been incidents when a credit card was copied and later used fraudulently because the traveler was separated from his/her credit card.
- If you really need to take your cellphones make sure you know there is an increased risk of being robbed or losing it. If this happens strangers and people with bad intentions could use both personal information and the contact of others that you store in you cell.
- The same applies to laptops and tablets. Be sensitive with the information you are carrying around. It can end up in the wrong hands.

6. Insurance

Leaving home on a daily basis is dangerous enough. Imagine all the risks you can be exposed to when traveling outside of your home country. Adventist Risk Management, Inc. provides you the opportunity to purchase travel insurance at reasonable rates when traveling on church business or as church employees as personal buyers (http://travel.adventistrisk.org) so you are not alone when an unexpected incident occurs. Accidents and sickness can happen no matter your age. Medical Evacuation coverage under the Short Term Travel Insurance could be just what you need. It provides coverage for Medical Expenses, Medical Emergencies, Repatriation of Remains, and other benefits. Talk to your Account Executive and he/she will be glad to assist you.

BE SAFE THERE AND BACK!