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Monday, November 6, 2023- Friday, November 17, 2023

6:00 AM- 6:00 PM

Gender Neutral Bathrooms

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Contacts

Contact: DawnKeane

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 8:00 AM

Note

Please convert the women's restroom near Room 103B to a gender neutral restroom.

Monday, November 6, 2023- Friday, November 17, 2023

6:00 AM- 5:00 PM

Wireless Internet Buyout

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Paula Kara

Logistics

Telecom - Smart City - WCC

Ready By:

Monday, November 6, 2023 @ 7:00 AM

Note

Wireless Internet Buyout for 12,500 consecutive Users in all Meeting Rooms and Public Areas and in Exhibit Halls A , B, C, D & E (entire building)

SSID: Neuroscience

Additional requirements: Local landing (redirect) page

4 Separate VLANs:

Wireless Buyout - Exhibit Floor and all WCC

Convention Data Services (CDS) for registration

SfN Staff - Headquarters/Neurojobs/SfN Booth/Staff Work Room

Session Moderator Wireless Network – no more than 30 connections

Membership - Sales

Daily Reports for each VLAN detailing hourly concurrent users, unique devices and bandwidth consumption. Access to monitoring system to view real-time statistics throughout the day.

Frequencies for Public Space/Meeting Rooms – 2.4/5.0 GHz 802.11 a/g/n

Exhibit Halls – 5.0 GHz only

Speed - 1.5Mbps up/down (throughout the entire convention center) up to 3.0 Mbps

Access Points Connections - 75 Concurrent Connections per Access Point at 1.5Mbps per connection/device, up to 3.0 Mbps

DHCP lease will be set 12 hours and will be adjusted according to load on system.

Wireless buyout to include Exhibit Halls A-E, all Meeting Rooms and Public Space, per discussions with SmartCity.

NOTE: Scott Moore and Harjit Jathoul have the authority to request restarts of the VLAN in the event we need to do so. No changes to the wireless buyout that have a financial consequence may be made without approval of Paula Kara

Monday, November 6, 2023- Thursday, November 16, 2023

7:00 AM- 11:30 PM

First Aid Services

Walter E. Washington Convention Center: First Aid - Hall A, First Aid - Hall D

Function Type: Other

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A202

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 6, 2023 @ 6:00 AM

Note

First Aid Services for Neuroscience 2023 will be provided by GW Medical.

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 6:00 AM

Note

The permanent First Aid rooms are equipped with furniture

Events DC will provide an AED and building radio to the medical provider upon check-in

The EMT providers will bring the necessary medical supplies

(4) Keys

Contact: Sharon Bowles, SfN

****Remain as set through Friday, November 17 at 7:00 pm ****

****See attachment for the First Aid daily schedule****

Telecom - Smart City - WCC

Ready By:

Monday, November 6, 2023 @ 6:00 AM

Note

(1) Single phone line and handset - numbers per Telephone Roster:

Hall A – 202/249-4010

Hall D – 202/249-4012

Calls for local and 800 only

****Remain as set through Friday, November 17 at 7:00 pm****

Monday, November 6, 2023- Thursday, November 16, 2023

7:00 AM- 8:00 PM

Security Office

Walter E. Washington Convention Center: 155

Function Type: Office

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Contacts

Contact: Allison Burns

Alt Contact: Rosby Jones (Lincoln Security)

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 7:00 AM

Note

Tables and chairs around the perimeter of the room
Rounds and chairs in the center

****Remain as set through Friday, November 17 at 7:00 pm ****

Telecom - Smart City - WCC

Ready By:

Monday, November 6, 2023 @ 8:00 AM

Note

(1) Single phone line and hand set, number per Telephone Roster at table in front of room. Calls for local and 800 calls only.

****Remain as set through Friday, November 17 at 7:00 pm ****

Monday, November 6, 2023- Thursday, November 16, 2023

7:30 AM- 9:00 PM

Freight/Shipping Room

Walter E. Washington Convention Center: 160

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Paul Troxell

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 7:00 AM

Note

- (2) 6' tables w/ skirts
- (3) 8' tables No skirts
- (5) chairs
- (3) Keys

****Remain as set through Thursday, November 16 at 7:00pm****

Monday, November 6, 2023- Thursday, November 16, 2023

8:00 AM- 8:00 PM

The Expo Group

Walter E. Washington Convention Center: Show Office C

Function Type: Office

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: No

Contacts

Contact: Chris Balak

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 8:00 AM

Note

Clean and clear room

Monday, November 6, 2023- Thursday, November 16, 2023

9:00 AM- 5:00 PM

AIS Storage - Room 1

Walter E. Washington Convention Center: 158A, 158B

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Eric Berry

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 9:15 AM

Note

4 - 6' tables skirted

9 - 6' tables no Skirts

10 - chairs

****Remain as set through Thursday, November 16 at 6:00pm****

General Contractor - The Expo Group (TEG)

Ready By:

Monday, November 6, 2023 @ 12:00 PM

Note

(1) Poster Board

Monday, November 6, 2023- Thursday, November 16, 2023

9:00 AM- 5:00 PM

AIS Storage - Room 2

Walter E. Washington Convention Center: 159A, 159B

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Eric Berry

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 9:00 AM

Note

(2) 6' tables w/ skirts

(10) 6' tables No skirts

(4) chairs

****Remain as set through Thursday, November 16 at 6:00pm****

Monday, November 6, 2023- Thursday, November 16, 2023

9:00 AM- 5:00 PM

AIS Storage - Room 3

Walter E. Washington Convention Center: 210

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Eric Berry

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 9:00 AM

Note

2-6' tables skirted

3-6' tables (no skirts)

5- chairs

****Remain as set through Thursday, November 16 at 6:00pm****

Electrical - Hi-Tech Electric

Ready By:

Monday, November 6, 2023 @ 9:00 AM

Note

(1) 20 amp drop at skirted tables

****Remain as set through Thursday, November 16 at 6 pm****

Monday, November 6, 2023- Saturday, November 11, 2023

9:00 AM- 6:00 PM

Exhibit Hall Move In

Walter E. Washington Convention Center: Hall A, Hall B, Hall C

Function Type: Exhibits

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MO200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Wednesday, November 8, 2023 @ 8:00 AM

Note

DECORATOR MOVE-IN

Mon, Nov. 6 - Sat., Nov. 11

EXHIBITOR MOVE-IN

Wed, Nov. 8 - Sat, Nov. 11, 8:00am - 6:00pm

General Contractor - The Expo Group (TEG)

Ready By:

Monday, November 6, 2023 @ 12:00 PM

Note

(5) Electric Carts

(4) 8" x 5" signs with show logo for electric carts (signs are not on Paula's order) – Signs to read:

SfN Allison

SfN #1

SfN #2

SfN #3

SfN Floor Manager

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

NOTE: Prepare exhibit floor for exhibitor move-in and distribute freight to exhibit booths.

CARPET:

Gray carpet in exhibit aisles

Black carpet in power aisles (Main, Front, Back)

Pepper carpet in poster area

BOOTHS

Set 10 X 10 booths as follows:

White Back drape

White Side rail

SIGNS:

Hang double-sided aisle sign per drawing (on Paula's Banner order).

(1) Double-sided sign to read: INSTITUTES/NONPROFITS

CAUTION TAPE:

Please cordon off the aisles into three sections (see diagram).
Aisles 100-1400 and Aisles 1500 - 3500

Saturday at 11:00 a.m., put caution tape around exhibit areas and then remove the caution tape beginning at 9:20am Sunday morning.
Sunday, Monday and Tuesday after exhibit closing put caution tape around exhibit areas at 5:00pm and remove beginning at 9:20am Monday, Tuesday and Wednesday morning.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Other - Aramark - WCC

Ready By:
Saturday, November 11, 2023 @ 9:30 PM

Note

Vacuum all booths.

NOTE: Please do not vacuum until after 9:30pm Saturday evening poster session (ends at 9:30pm).

Monday, November 6, 2023- Thursday, November 16, 2023

9:00 AM- 5:00 PM

Exhibits Management Office

Walter E. Washington Convention Center: Show Office B

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: MO-200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Tuesday, November 7, 2023 @ 12:00 PM

Note

Exhibit Management Office Hours:

Mon., Nov. 6 - Sat., Nov. 11, 8:00 am - 6:00 pm

Sun., Nov. 12 - Tue., Nov. 15, 7:00 am - 6:00 pm

Wed., Nov. 16, 7:00 am - 8:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Tuesday, November 7, 2023 @ 12:00 PM

Note

Set per diagram

(4) 6' x 30" skirted tables with white drape (3 desks and 1 printer)

(1) 4' x 30" skirted table with white drape - (1) Reception

(4) Executive Swivel Chairs

(5) Wastebaskets

(10) Armchairs

*Remain as set through Thursday, November 16 at 6:00 am**

Audio/Visual - Projection AV

Ready By:

Tuesday, November 7, 2023 @ 12:00 PM

Note

(1) Standing Microphone to make daily announcements in the exhibit hall (Halls ABC).

Remain as set through Thursday, November 16 at 6:00 am

Electrical - Hi-Tech Electric

Ready By:

Tuesday, November 7, 2023 @ 12:00 PM

Note

(5) 1000 Watt Outlet with 25 ft. Multi Strip/each - (1) Allison's Desk, (1) Jen's desk, (1) Jim's desk (1) Reception Desk and (1) printer table

NOTE: Will plug in (1) small heater at Allison's Desk, will need enough power for that as well.

****Remain as set through Thursday, November 16 at 6:00 am****

Telecom - Smart City - WCC

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(1) Internet drop on SfN Staff VLAN with 2 dhcp addresses. Place internet drop at 6' table with printer.

SfN staff to network laptop computers and printer, including SfN (Allison and Jen) laptops.

(3) Multi Lines, unrestricted, with instrument rollover feature. Extensions per Telephone Roster for Receptionist, Jennifer and Allison.

****Remain as set through Thursday, November 16 at 6:00 am****

Computer - Atlantic Images & Sound - Computers

Ready By:

Tuesday, November 7, 2023 @ 2:00 PM

Note

(2) 22" Monitors to connect to Jen and Allison's laptop

(1) Printer (b/w) - network laptops to this printer.

(1) iPad for Receptionist (please deliver to Exhibit Management, when the printer is delivered).

SfN staff to network laptop computers and printer.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Monday, November 6, 2023- Wednesday, November 15, 2023

9:00 AM- 5:00 PM

Senior Staff Office

Walter E. Washington Convention Center: Salon E

Function Type: Office

Estimated Attendance: 5

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: No

Cost Center: A-MO200-A201

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 6, 2023 @ 9:00 AM

Note

This will be a temporary working space until Exhibits Management and the HQ Office are ready. After that, it will be a senior staff office.

(5) 6' draped tables with one chair at each around the perimeter.

Note: will need keycard access

Monday, November 6, 2023

10:00 AM- 11:00 AM

Push to Talk Microphones

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Contacts

Contact: DawnKeane

Logistics

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 6, 2023 @ 10:00 AM

Note

Please ensure that all the push to talk microphones set to “push to talk, push to turn off” not “hold to talk”.

Audio/Visual - Projection AV

Ready By:

Monday, November 6, 2023 @ 10:00 AM

Note

Please ensure that all the push to talk microphones set to “push to talk, push to turn off” not “hold to talk”.

Tuesday, November 7, 2023- Wednesday, November 15, 2023

8:00 AM- 5:00 PM

CDS Office

Walter E. Washington Convention Center: CDS Office - West Salon

Function Type: Registration

Estimated Attendance: 5

Set For: 5

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: No

Cost Center: A-MO200-A708

Contacts

Contact: Stephanie Embrey

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Monday, November 6, 2023 @ 5:00 PM

Note

Build office as diagrammed.
Door needs to lock - (3) keys
(6) 6x30 skirted tables
(6) Chairs
(3) Wastebaskets

****Remain as set through Wednesday, November 15 at 7:00pm****

Electrical - Hi-Tech Electric

Ready By:

Monday, November 6, 2023 @ 5:00 PM

Note

(2) 20-amp circuits with Quad Boxes

****Remain as set through Wednesday, November 15 at 7:00pm****

Telecom - Smart City - WCC

Ready By:

Monday, November 6, 2023 @ 5:00 PM

Note

(1) Internet drop on the CDS VLAN
(3) IP Addresses to run Registration Area
CDS will create local network for registration

****Remain as set through Wednesday, November 15 at 7:00pm****

Tuesday, November 7, 2023- Friday, November 10, 2023

10:00 AM- 5:00 PM

Press Room Set Up

Walter E. Washington Convention Center: 202A

Function Type: Other
Estimated Attendance: 80
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: No
Cost Center: A-NL200-P150

Contacts

Contact: Matt Windsor

Logistics

Setup - Washington Convention Center

Ready By:

Tuesday, November 7, 2023 @ 3:00 PM

Note

- (19) 6'x30" tables as diagrammed
- (20) Chairs as diagrammed.
- (10) Banquet Rounds, with (8) chairs at each, spread evenly throughout the room.
- (2) Easels
- (8) Wastebaskets
- (5) Keys

(1) Water Cooler w/disposable cups. Refresh throughout the week

****Remain as set through Wednesday, November 15 at 5:00pm****

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

- (1) Poster Board with push pins
- (5) Task Chairs
- (1) Coat Rack

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Wednesday, November 8, 2023 @ 3:00 PM

Note

(3) 110 V AC drops; (1) under each table with computers and at the U shaped staff area.

Power at each of the round tables with a power strip.

(2) Extra power strips to staff - please give to staff.

****Remain as set through Wednesday, November 15 at 5:00pm****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

(1) VLAN with (2) drops. See diagram for locations. On the SfN Staff VLAN. SfN staff to provide secured wireless network and to network computers and printers.

(1) Single line with instrument, unrestricted, at staff area. Phone numbers per Telephone Roster, see diagram for placement.

****Remain as set through Wednesday, November 15 at 5:00pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 4:00 PM

Note

(4) Laptops with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

(1) Black & White Printer

(1) Color Printer in staff area

SfN staff to provide secured wireless network and network computers and printers.

****Remain as set through Wednesday, November 15 at 5:00pm****

Wednesday, November 8, 2023- Wednesday, November 15, 2023

8:00 AM- 6:00 PM

Exhibitor Lead Retrieval & Service Desk

Walter E. Washington Convention Center: Exhibitor Service Center - Concourse B

Function Type: Exhibits

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: MO-200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

Hours: Wed, Nov. 8 - Sat, Nov. 11, 8:00 am - 6:00 pm

Sun, Nov. 12, -Tues, Nov. 14, 8:30 am - 5:00 pm

Wed, Nov. 16, 8:30 am - 8:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

Set-up per diagram.

(3) Counters

Headers to read: LEAD RETRIEVAL

(3) 6' x 30" draped tables

(4) Chairs

STORAGE AREA

Setup per diagram.

(2) 6' x 30" draped tables

(8) 6' x 30" tables - no drape

(4) Chairs

****Remain as set through Wednesday, November 15 at 9:00 pm****

Electrical - Hi-Tech Electric

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(4) 20 amp drops - (1) inside Storage Room, (1) under each counter

All circuits should be 24-hour dedicated.

****Remain as set through Wednesday, November 15 at 9:00 pm****

Telecom - Smart City - WCC

Ready By:
Tuesday, November 7, 2023 @ 5:00 PM

Note

(1) Single line with instrument. Restricted and 800 calls only, number per Telephone Roster.

(1) DHCP drop

****Remain as set through Wednesday, November 15 at 9:00 pm****

Wednesday, November 8, 2023- Wednesday, November 15, 2023

9:00 AM- 6:00 PM

Headquarters Office

Walter E. Washington Convention Center: 102A, 102B

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Tuesday, November 7, 2023 @ 12:00 PM

Note

HEADQUARTERS:

LOGISTICS OFFICE:

(33) 6' skirted tables with white drape, (16) to be used as desks with (16) behind the desks, as drawn on diagram

(16) Executive swivel chairs

(22) Chairs (2) in front of desks, as drawn on diagram

(3) Chairs - along wall for waiting area

(17) Wastebaskets

CONFERENCE ROOM

(4) 6' draped tables to make Conference Table, per diagram

(6) chairs

(1) Wastebasket

TRUNK / SIGN ROOM

Build room w/door per diagram.

(3) 6'x30" Skirted tables with white drape

(1) Wastebasket

(2) Coat Racks with hangers

****Remain as set through Wednesday, November 15 at 7:00 pm****

Electrical - Hi-Tech Electric

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(16) 120v/15 amp drops, see diagram for placement

(2) Power Strips per Diagram.

NOTE: If possible, please don't install breaker boxes in offices.

****Remain as set through Wednesday, November 15 at 7:00 pm****

Telecom - Smart City - WCC

Ready By:
Tuesday, November 7, 2023 @ 5:00 PM

Note

(1) VLAN with (2) static drop locations per diagram in Paula's area and Steph C's area on the SfN Staff VLAN (15) additional dhcp IP addresses
(1) CDS VLAN drop at Stephanie's area

NOTE: SfN staff will create a secured wireless network and network all computers and printers

(5) Multi-lines, unrestricted, with instruments and rollover, numbers per attached Telephone Roster. See diagram for placements.

****Remain as set through Wednesday, November 15 at 7:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Tuesday, November 7, 2023 @ 5:00 PM

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

(1) iPad (please deliver to Headquarters, when computers are delivered).

(1) Mouse for Laptop

(1) Black & White Printer behind Kendra's desk

(1) Color Printer on the corner of Paula's desk

NOTE: SfN staff to network all computers to printers.

NOTE: Laptop and iPad for Tim

****Remain as set through Wednesday, November 15 at 7:00 pm****

Wednesday, November 8, 2023- Saturday, November 11, 2023

12:30 PM- 5:00 PM

Press Conference Set Up

Walter E. Washington Convention Center: 202B

Function Type: Other
Estimated Attendance: 52
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: No
Cost Center: A-NL200-P150

Contacts

Contact: Matt Windsor

Logistics

Setup - Washington Convention Center

Ready By:
Wednesday, November 8, 2023 @ 10:00 AM

Note

Set room theater style with center aisle for (48)
32' x 12' x 24" Stage - set per diagram
Head table for (6) - (2) 8' Tables with 3 chairs each

- (1) Standing Lectern
- (1) 6' skirted table and (2) chairs for materials and staff
- (1) 6' skirted table and (2) chairs for Multiview (web casting vendor)
- (1) 6' skirted table with (1) chair for audio tech
- (2) Easels
- (1) Wastebasket
- (5) Keys

Water service at the head table for each press conference. A schedule will be provided closer to the meeting.

Preset room lights out over screen

8' x 6' x 24" riser in the back of the room so cameraman is level with the speakers in front.

****Remain as set through Tuesday, November 14 at 8:00pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Thursday, November 9, 2023 @ 3:00 PM

Note

- (1) Screen
- (1) Data Video Projector
- (1) Laser Pointer
- (1) Remote to advance slides
- (1) Speaker Timer

(2) Light trees (additional room lighting for filming).

NOTE: PLEASE HAVE A TECH NEARBY IN CASE ONE IS

NEEDED DURING THE RECORDING TIMES

Preset Room Lights out over Screen

NOTE: Video recording will be done by MultiView.

****Remain as set through Tuesday, November 14 at 8:00 pm****

Audio/Visual - Projection AV

Ready By:
Thursday, November 9, 2023 @ 3:00 PM

Note

- (1) Lectern Microphone
- (1) Lavalier Microphone (front, stage left)
- (6) Table Microphones, push to talk
- (2) Floor Microphones in center aisle

- (1) Mult box (6 channel)

Audio DI for computer playback at lectern.

Sound operator will be required, times TBD.

****Remain as set through Tuesday, November 14 at 8:00pm.****

Electrical - Hi-Tech Electric

Ready By:
Wednesday, November 8, 2023 @ 3:00 PM

Note

- (1) 20amp drop at camera platform,
- (1) 20amp drop at Light trees
- (1) 20amp drop at audio table
- (1) 20amp drop stage left
- (1) 20 amp drop at projector

- (1) Power strip - leave at SfN table

****Remain as set through Tuesday, November 14 at 8:00pm****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note

- (5) additional IP addresses

- (1) Wired connection at webcasting table.
g NetDedicated (Dedicated 6 Mbps w/5 IP addresses) - for web casting.

****Remain as set through Tuesday, November 14 at 8:00pm.****

Computer - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 5:15 PM

Note

- (1) Laptop computer with Microsoft Windows 10 Pro, Office 2016 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Please ensure that the laptop has Zoom on it

****Remain as set through Tuesday, November 14 at 8:00 pm****

Thursday, November 9, 2023- Wednesday, November 15, 2023

6:00 AM- 7:00 PM

Shuttle Office

Walter E. Washington Convention Center: 157

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Jennifer Gross

Logistics

Setup - Washington Convention Center

Ready By:

Wednesday, November 8, 2023 @ 12:00 PM

Note

(3) Keys for door

(Contact: Jenni Sanders, Production Transport)

(4) 6'x30" Tables

(6) Chairs

(2) Wastebaskets

****Remain as set through Wednesday, November 15 at 7:00pm****

Thursday, November 9, 2023- Wednesday, November 15, 2023

7:00 AM- 7:00 PM

DLM Office/Storage

Walter E. Washington Convention Center: 301

Function Type: Office

Estimated Attendance: 8

Room Set: Hollow Square

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: No

Cost Center: A-DL200-P205

Contacts

Contact: Taylor Johnson

Logistics

Setup - Washington Convention Center

Ready By:

Wednesday, November 8, 2023 @ 12:00 PM

Note

- (4) 6' tables
- (11) chairs
- (2) low cocktail rounds
- (7) Easels
- (1) Wastebasket

Need 6 keys

****Remain as set through Wednesday, November 15 at 7:00 pm****

Electrical - Hi-Tech Electric

Ready By:

Wednesday, November 8, 2023 @ 2:00 PM

Note

- (3) Power Strips

****Remain as set through Wednesday, November 15 at 7:00 pm****

Thursday, November 9, 2023- Wednesday, November 15, 2023

8:00 AM- 6:00 PM

Business Office

Walter E. Washington Convention Center: Business Office - East Salon

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MO200-A708

Contacts

Contact: Cori Spencer

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Hours: Sat., November 11 – Wednesday, November 15, 7:30 am – 6:00 pm

**Remain as set through Wednesday, November 15 at 6:00 pm *

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Install walls with locking door per diagram.

(2) Keys required

(6) 6'x30" skirted tables

(4) Chairs

(2) wastebaskets

Remain as set through Wednesday, November 15 at 6:00pm

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Electrical at the 6' tables for staff laptops

Remain as set through Wednesday, November 15 at 6:00pm

Computer - Atlantic Images & Sound - Computers

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

(3) Computer Monitors

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

**Remain as set through Wednesday, November 15 at 6:00 pm *

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #1 Set Up

Walter E. Washington Convention Center: 209A

Function Type: Meeting
Estimated Attendance: 30
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: No
Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:30 AM

Note

U-Shape set for 30 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

(1) Easel

(1) Wastebasket

(1) Water Cooler w/disposable cups. Refresh throughout the week

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) 110 drop at projector

(10) Power strips around the u-shape set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #2 Set Up

Walter E. Washington Convention Center: 209B

Function Type: Meeting

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:30 AM

Note

U-Shape set for 30 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

(1) Easel

(1) Wastebasket

(1) Water Cooler w/disposable cups. Refresh throughout the week

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:30 PM

Note

(1) 110 drop at projector

(10) Power strips around the u-shape set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #3 Set Up

Walter E. Washington Convention Center: 209C

Function Type: Meeting

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:30 AM

Note

U-Shape set for 30 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

(1) Easel

(1) Wastebasket

(1) Water Cooler w/disposable cups. Refresh throughout the week

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:30 PM

Note

(1) 110 drop at projector

(10) Power strips around the u-shape set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #4 Set Up

Walter E. Washington Convention Center: 304

Function Type: Meeting

Estimated Attendance: 16

Room Set: Conference

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

Conference set for 16 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

(1) Easel

(1) Wastebasket

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) 110 drop at projector

(4) Power strips around the table set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #5 Set Up

Walter E. Washington Convention Center: 305

Function Type: Meeting
Estimated Attendance: 16
Room Set: Conference

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: No
Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
Conference set for 16 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

- (1) Easel
- (1) Wastebasket

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 2:00 PM

Note
(4) Power strips around the table set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

8:00 AM- 5:00 PM

Committee Room #6 Set Up

Walter E. Washington Convention Center: 306

Function Type: Meeting

Estimated Attendance: 16

Room Set: Conference

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

Conference set for 16 ppl, no more than 2 ppl per 6' table or 3 per 8' table.

(1) Easel

(1) Wastebasket

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(4) Power strips around the table set-up for attendees to use for laptops

****Remain as set through Wednesday, November 15 at 5:00pm****

Thursday, November 9, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other
Estimated Attendance: 50
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: No
Cost Center: A-MO200-A201

Logistics

Setup - Washington Convention Center

Ready By:
Wednesday, November 8, 2023 @ 5:00 PM

Note
Max room with banquet rounds and chairs, leaving room for buffets.

****Remain as set through Wednesday, November 15 at 5:00pm****

General Contractor - The Expo Group (TEG)

Ready By:
Wednesday, November 8, 2023 @ 2:00 PM

Note
Hardwall and door per diagram.

Food And Beverage - Aramark - WCC

Ready By:
Thursday, November 9, 2023 @ 11:15 AM

Note
Lunch @ \$36.00+ per person
Lunch Items Served Daily: Assorted Rolls and Breads;
Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed
Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu # 1
Rotini Pasta Salad with Baby Tomatoes, Feta
Cheese, Cucumber and a Lite Vinaigrette; Red Bliss Potato
Salad; Roasted Turkey, Roast Beef, & Ham;
Farmhouse Cheddar, Swiss and Provolone; Sliced
Red Onions, Red Leaf Lettuce and Sliced Tomatoes; Dijon Mustard,
Whole Grain Mustard, Herb Mayonnaise;
Marble Rye, Country White, and Multi Grain Breads;
New York Cheesecake, Éclairs and Mini Fruit Tart

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

(1) Water cooler with disposable cups and replenish as needed.

Plus 24% service charge, SfN is tax exempt in DC

Thursday, November 9, 2023- Wednesday, November 15, 2023

12:00 PM- 5:00 PM

Lead Retrieval Rentals

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: No

Contacts

Contact: Stephanie Embrey

Logistics

General Notes - Convention Data Services (CDS)

Ready By:

Thursday, November 9, 2023 @ 3:30 PM

Note

Please provide a short training on how to use the scanners with the staff picking them up.

Other - Convention Data Services (CDS)

Ready By:

Thursday, November 9, 2023 @ 3:30 PM

Note

(2) Scanners for the events below from 11/10 to 11/15 at 5pm. Please contact Katherine Bloom at kbloom@sfn.org. Please program all devices for the following Advocacy events.

Cost center: A-AT200-A176

Advocacy Booth

Animals in Research

Advocacy Forum/Congressional Briefing PTSD

Ready By:

Thursday, November 9, 2023 @ 3:30 PM

Note

(9) Scanners for the events below from 11/10 to 11/15 at 5pm. Please contact Eiman Abdelgadir at eabdelgadir@sfn.org. Please program all devices for the following Scientific Training events.

Cost center: A-AT200-A168

PDW: Advancing Your Career Through Effective Science Writing for the Public and Creating Clear, Eye-Catching Research Statements

PDW: "Building Up the Nerve" to Develop Your NIH Training Application

PDW: Doing Our Part to Change the Culture of Science: Becoming a Champion for Rigor

PDW: Ensuring All Your Students Know They Belong in Neuroscience

PDW: Escape from Academia-Alternative Careers: Is There Life After the PhD?

PDW: How I Survived Grad School: Perspectives from Black in Neuro

PDW: Inclusion in Higher Education: Designing Training Environments to Serve All Students

PDW: Make a Greater Impact Using Clear and Accessible Scientific Writing

PDW: Neuroethics from the Bench to the Classroom: Tools to Enhance Your Experiments, Curriculum and Communication
PDW: Practical Guide to Data Management and Sharing Mandates
PDW: Pursuing the Start Up Dream: Career Journeys of Neuroscientists Turned Neurotech Founders
PDW: Teaching Neuroscience: New Approaches to Electrophysiology Lab

Neurojobs Career Center
Career Development Topics
Training Booth

(1) Scanners for the events below from 11/10 to 11/15 at 5pm.
Cost center: A-AT200-P162

Responsible Conduct of Research (RCR) Short Course: Responsible Use of AI in Neuroscience Research and Education

Graduate School Fair
NDP: Neuroscience Departments and Programs Workshop

Ready By:
Thursday, November 9, 2023 @ 3:30 PM

Note

(3) Scanners for the events below from 11/11 to 11/15 at 5pm. Please contact Bria Ward at bward@sfn.org. Please program all devices for the SfN Booth.

Cost center for 3 scanners: A-MK200-A108

SfN Booth

Ready By:
Thursday, November 9, 2023 @ 3:30 PM

Note

(5) Scanners for the events below from 11/10 to 11/15 at 5pm. Please contact Cashen Almstead at calmstead@sfn.org. Please program all devices for the following Scientific Training events.

Cost center: A-AT300-G309

Diversity Poster Session
Diversity Reception
NSP Mentoring Event
CWIN

Ready By:
Thursday, November 9, 2023 @ 3:30 PM

Note

Adam Katz would like to use his personal cell phone to scan the events below instead of using a scanner. He would need a license to do so. Please program his phone with the following event:

AMK Follow Up

Ready By:
Thursday, November 9, 2023 @ 3:30 PM

Note

Please program the following sessions into all of the Scientific Training and Advocacy Scanners.

Ask Anything - Haber
Ask Anything - MacVicar
Ask Anything - Morrison
Ask Anything - Roche
Ask Anything - Woolley
Ask Anything - Poe
Ask Anything - Rosa-Molinar

Ask Anything - Ruffin

Ask Anything - 1

Ask Anything - 2

Ready By:

Tuesday, November 14, 2023 @ 4:00 PM

Note

PRESIDENTIAL RECEPTION

(8) scanners for the Presidential Reception on Tuesday, Nov. 14

We will use the access control option to record who attends. Please deliver scanners to the Headquarters office @4:45 pm on Tuesday. At this time, we would also like for CDS to hold a short training on how to use the scanners with the staff working the reception.

For questions, contact Paula.

Thursday, November 9, 2023- Wednesday, November 15, 2023

12:00 PM- 5:00 PM

Staff Work Room

Walter E. Washington Convention Center: 101 - Staff Work Room

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: No

Cost Center: A-MO200-A201

Contacts

Contact: DawnKeane

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(8) 6'x30" Skirted Tables

(10) Chairs

(4) Wastebaskets

(9) Two Way Radios on Repeater

****Remain as set through Wednesday, November 15 at 6:00pm****

Electrical - Hi-Tech Electric

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(6) Quad Boxes, see floor plan for placement.

NOTE: One is for copier, need to ensure we have enough power. Please provide five power strips for charging devices.

****Remain as set through Wednesday, November 15 at 6:00pm****

Telecom - Smart City - WCC

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

(2) SfN Staff VLAN drops - one for computers/printer and one at copier location (with SMTP capability allowing port 25 and 587 for copier drop)
(10) additional DHCP IP addresses

****Remain as set through Wednesday, November 15 at 6:00pm****

Computer - Atlantic Images & Sound - Computers

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

STAFF WORK ROOM

(2) Computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Pro, Quicktime and Flash Software, Dreamweaver. The USB ports must be located in the front of the CPU.

(2) Monitors

- (1) iMAC computer w/Adobe Creative Cloud for Teams
- (1) Printer

NOTE: Please be sure to add Dreamweaver software to order for all computers in this room.

NOTE: Please ensure software is loaded in advance of delivery (trial license is okay)

DLM

- (2) Monitors (side by side)
- (1) Keyboard
- (1) Wireless mouse.

NOTE: Amanda will provide a sign indicating when the space is reserved for DLM staff to monitor the virtual component.

NOTE: SfN staff to network all computers to this printer.

****Remain as set through Wednesday, November 15 at 6:00pm****

Thursday, November 9, 2023

2:00 PM- 3:00 PM

Citywide Hotel Pre-Con

Walter E. Washington Convention Center: 207B

Function Type: Meeting
Estimated Attendance: 75
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-MO200-A201

Contacts

Contact: DawnKeane

Logistics

General Notes - SfN

Ready By:
Thursday, November 9, 2023 @ 1:00 PM

Note
As set on Saturday, November 11 at noon

Audio/Visual - Projection AV

Ready By:
Thursday, November 9, 2023 @ 1:00 PM

Note
(1) Lectern microphone

Food And Beverage - Aramark - WCC

Ready By:
Thursday, November 9, 2023 @ 1:30 PM

Note
Assorted Soft Drinks @ \$5.50++ each, charged on consumption
Bottled Water @ \$4.50++ each, charged on consumption

Plus 24% service charge, SfN is tax exempt in DC

Thursday, November 9, 2023

2:00 PM- 5:00 PM

Testing Virtual

Walter E. Washington Convention Center: Ballroom A, Ballroom B, Hall D

Function Type: Other

Estimated Attendance: 15

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: No

Cost Center: A-DL200-V170
A-DL200-V170

Contacts

Contact: Amanda Kimball

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

Please have room fully set as listed on Saturday, November 11 at 2 pm

This will be a full rehearsal of the pass through for the live streaming with our virtual partner, CTI.

Thursday, November 9, 2023

4:00 PM- 5:00 PM

Staff Tours

Walter E. Washington Convention Center

Function Type: Other

Estimated Attendance: 100

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: Yes

Cost Center: A-MO200-A201

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 4:00 PM

Note

Staff tours will be conducted at the following times:

Thursday, 4:00 pm

Friday, 10:00 am

Please ensure all escalators are turned on.

Friday, November 10, 2023

8:00 AM- 5:00 PM

Molecular and Cellular Cognition Symposium (MCCS)

Walter E. Washington Convention Center: 145A, 145B

Function Type: Satellite

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A701

Contacts

Contact: Sharon Bowles

Alt Contact: Sheena Josselyn

Organizer Email: sheena.josselyn@sickkids.ca

Logistics

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 2 p.m.

Satellite organizer also requests the following items:

(2) Skirted registration tables with (4) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, November 10, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 2 p.m.

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

Audio/Visual - Projection AV

Ready By:

Friday, November 10, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 2 p.m.

Satellite organizer will use the following items:

(1) Lectern microphone

(3) Head table microphones

(1) DI under 6' table for computer

Food And Beverage - Aramark - WCC

Ready By:

Friday, November 10, 2023 @ 7:00 AM

Note

Please contact the organizer directly for food and beverage requirements. Organizer will pay Aramark directly for all f/b costs.

Friday, November 10, 2023- Wednesday, November 15, 2023

8:00 AM- 5:00 PM

Registration Temporary Staff Lounge

Walter E. Washington Convention Center: Registration Temp Lounge - West Salon

Function Type: Registration

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MO200-A708

Contacts

Contact: Stephanie Embrey

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Hours: Friday, November 10, 8:00 am – 5:00 pm

Saturday, November 11 – Wednesday, November 15, 7:30 am – 5:00 pm

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 1:00 PM

Note

(2) Banquet rounds with tablecloths and chairs

(2) 6' tables one for beverage service and one for phone/work area

(1) Large trashcan

**** Remain as set through Wednesday, November 15 at 5 pm.****

General Contractor - The Expo Group (TEG)

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

Build room as diagrammed

(1) Coat rack with hangers

****Remain as set through Wednesday, November 15 at 5:00 pm.****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

Place one electrical drop at 6" table with telephone per diagram.

****Remain as set through Wednesday, November 15 at 5:00 pm.****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 2:00 PM

Note
(1) Single line with instrument, restricted and 800 calls only, numbers per Telephone roster

****Remain as set through Wednesday, November 15 at 5:00 pm.****

Food And Beverage - Aramark - WCC

Ready By:
Saturday, November 11, 2023 @ 7:00 AM

Note
Saturday through Wednesday: Serve coffee from 7:00 am – 8:00 am.
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74.00++ per gallon

Refresh as needed until end time.

Plus 24% service charge, SfN is tax exempt in DC.

****Remain as set through Wednesday, November 15 at 5:00 pm.****

Friday, November 10, 2023- Wednesday, November 15, 2023

8:00 AM- 6:00 PM

Scooter Storage

Walter E. Washington Convention Center: 153

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A202

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

There is no room setup.

Scooters and wheelchairs will be stored in this room from

Friday, November 10 through Wednesday, November 15 at 6:00 p.m.

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

(4) Power cords to charge electric scooters

Friday, November 10, 2023

9:00 AM- 1:00 PM

Temporary Personnel Training

Walter E. Washington Convention Center: 207B

Function Type: Meeting

Estimated Attendance: 100

Set For: 100

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MO200-A708

Contacts

Contact: Stephanie Embrey

Logistics

General Notes - SfN

Ready By:

Friday, November 10, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 12:00 pm

Audio/Visual - Projection AV

Ready By:

Friday, November 10, 2023 @ 8:00 AM

Note

(1) Lectern microphone

Friday, November 10, 2023

11:00 AM- 3:00 PM

Production Transport Staff Training Meeting

Walter E. Washington Convention Center: 209B

Function Type: Meeting

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Logistics

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 10:00 AM

Note

As set Thursday, November 9.

Friday, November 10, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Estimated Attendance: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Friday, November 10, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$74 per gallon

Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:

Lunch @ \$36.00+ per person

Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu #8

Roasted Vegetable Couscous Salad

Chef's Choice Fresh Fish

Roasted Chicken Breast with Garlic and Herbs Herbed Fingerling Potatoes

Petite Ratatouille

Selection of Gourmet Breads Chocolate Brownies

Open Faced Apple Tart with Whipped Cream

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Friday, November 10, 2023

12:00 PM- 7:30 PM

Advances in Motor Learning and Motor Control

Walter E. Washington Convention Center: 140A, 140B

Function Type: Satellite

Estimated Attendance: 250

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A701

Contacts

Contact: Sharon Bowles

Alt Contact: Maurice Smith

Organizer Email: mas@seas.harvard.edu

Logistics

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 11:00 AM

Note

As set for Saturday, November 11 at 1 p.m.

Satellite organizer also requests the following items:

(2) Skirted registration tables with (4) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, November 10, 2023 @ 11:00 AM

Note

As set on Saturday, November 11 at 1 p.m.

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

Audio/Visual - Projection AV

Ready By:

Friday, November 10, 2023 @ 11:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Satellite organizer will use the following items:

(1) Lectern microphone

(1) Head table microphone

(1) DI under 6' table for computer

Food And Beverage - Aramark - WCC

Ready By:

Friday, November 10, 2023 @ 11:00 AM

Note

Please contact the organizer directly for food and beverage requirements. Organizer will pay Aramark directly for all f/b costs.

Friday, November 10, 2023- Wednesday, November 15, 2023

12:00 PM- 5:00 PM

Badge Pick Up

Walter E. Washington Convention Center: Badge Pick-up - West Salon

Function Type: Registration

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MO200-A708

Contacts

Contact: Stephanie Embrey

Logistics

General Notes - SfN

Ready By:

Tuesday, November 7, 2023 @ 5:00 PM

Note

Hours for Badge Pick-Up

Fri, Nov 10 - 12:00pm - 5:00pm

Sat, Nov 11- Wed, Nov. 15 - 7:30am - 5:00pm

**** Note:** Please have three counters with scanners/printers and one Customer Services kiosk open for Exhibitor Badge Pick-Up on 11/8 & 11/9**

****Note:** Please have four counters and two Customer Service kiosks open for Short Course participants and exhibitors on the morning of 11/10.**

****NOTE:** PLEASE KEEP ONE COUNTER OPEN FOR THE SATURDAY NIGHT 11/11 POSTER SESSION UNTIL 8:00 PM. AREA WILL BE MANNED BY A TEMP.**

General Contractor - The Expo Group (TEG)

Ready By:

Monday, November 6, 2023 @ 2:00 PM

Note

West Salon

Counters 1-5

Signage on Structural Rendering: BADGE PICK-UP

Scan & Go Counters

(5) Counters to accommodate five printers facing outward

3' high black pipe and drape or rope to create five lines in front of counters

Rope and stanchion to create serpentine line

(1) High stool for line monitor

(2) High stools, one at each end on counter.

Counters 6-15

Signage on Structural Rendering: BADGE PICK-UP

(10) Counters to accommodate two laptops, one printer and one orbital scanner facing outward

3' high black pipe and drape or rope to create 10 lines in front of counters.

Rope and stanchion to create serpentine waiting line.

(2) High stools for each line monitor

(4) High stools, one at each end on counters.

Counters 16-18

Signage on Structural Rendering: CUSTOMER SERVICE

(3) counters to accommodate two computers & one printers facing inward on each counter

(6) Task chairs, (2) behind each counter

(3) Tables behind the kiosks for admin laptops and printers

3' high black pipe and drape or rope to create four lines in front of counters

Rope and stanchion to create serpentine waiting line.

(1) High stool for line monitor

(1) High Stool placed to the side of the counter.

Attendee Look Up Counter

(1) 6" Skirted Table

****Please place several trash cans/recycle bins in this area.****

****Remain as set through Wednesday, November 15 at 5:00 pm****

Ready By:

Wednesday, November 8, 2023 @ 12:00 PM

Note

SET PER DIAGRAM

(1) Pronoun Sticker Counter with 1 ADA side

(2) acrylic holders back-to-back on each counter

Meetings Assistant will monitor and replace empty rolls of stickers as needed.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Electrical - Hi-Tech Electric

Ready By:

Monday, November 6, 2023 @ 5:00 PM

Note

Badge Pick Up - Total AMPS (150)

2 AMPS = 60 and 6 AMPS = 90

Total Quad Boxes: 15

Place quad boxes with power strips under each counter.

Customer Service - Total AMPS (20)

2 AMPS = 8 and 6 AMPS = 12

Total Quad Boxes: 3

Place quad boxes with power strips under each counter and back table.

****Remain as set through Wednesday, November 15 at 5:00pm****

Telecom - Smart City - WCC

Ready By:

Monday, November 6, 2023 @ 5:00 PM

Note

(4) CDS VLAN drops

****Remain as set through Wednesday, November 15 at 5:00pm****

Computer - Convention Data Services (CDS)

Ready By:
Tuesday, November 7, 2023 @ 5:00 PM

Note

West Salon - Counters 1-15
(3) CDS Admin Terminals
(30) CDS Self-registration Terminals
(30) Orbital Scanners
(15) CDS Printers for Badges
(5) Scan and Go Handheld Scanners

Customer Service - Counters 16-18
(6) CDS Workstations
(6) Orbital Scanners
(1) CDS Admin Terminal
(1) Abstracts Online Terminal
(3) CDS Printers for Badges
(1) Receipt Printer

Attendee Lookup Table
(1) Workstation
(1) Orbital Scanner

****Remain as set through Wednesday, November 15 at 5:00pm****

Friday, November 10, 2023- Wednesday, November 15, 2023

12:00 PM- 6:00 PM

Convention Center Cleaning

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: No

Logistics

Other - Aramark - WCC

Ready By:

Friday, November 10, 2023 @ 7:30 PM

Note

MOVE-IN – Ensuring the halls stay clean and clear during the move-in process.

HALLS D and E, Nov. 6 – 10

HALLS A - C, Nov. 6 - 11

MOVE-OUT – (11/15 - 17) - Disposing of all trash and debris related to move-out process.

HALLS A - C, D, and E

EVENT DAYS – Event porter service, clean show management areas, aisle vacuuming and/or scrubbing (post show), trash and debris removal from the show floor.

HALLS A – C, D and E, Nov. 11 – 15

****Exhibit Halls Aisles (front, back and 1500 Aisle) and Poster Area****

- 11/11/23 - Vacuum to finish before 11:30am. Poster Session begins at 1:00pm with attendees permitted in the hall beginning at 12:00pm.

****Exhibit Booths (Saturday Night ONLY)****

- Vacuum all exhibit booths prior to Exhibit Hall opening on Sunday.

Note: Please do not start to vacuum before 9:30pm, we have an event in the hall on Saturday that ends at 9:30pm.

****Sunday - Tuesday****

- Vacuum Sunday - Tuesday after 6:00pm

****Exhibitor Lounge, Show Office A****

- Vacuum prior to 6:00pm everyday beginning 11/9 as the doors are locked at 6:00pm

****Halls D, E and East and West Salons****

- Vacuum these areas after 7:30pm and prior to 7:00am beginning 11/11

Other - Lincoln Security

Ready By:

Saturday, November 11, 2023 @ 9:30 PM

Note

Halls A - C

Saturday, 9:30pm - Sunday, 1:30am

Sunday - Tuesday , 6:00pm - 10:00pm

Friday, November 10, 2023- Wednesday, November 15, 2023

12:00 PM- 6:30 PM

Infant Care Room

Walter E. Washington Convention Center: 204A

Function Type: Other
Estimated Attendance: 10
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Sharon Bowles
Post: Yes
Cost Center: A-MA200-A202

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:
Friday, November 10, 2023 @ 11:00 AM

Note
Infant Care Room Hours:
Friday, November 10: 12:00 p.m.- 6:30 p.m.
Saturday, November 11 - Wednesday, November 15: 7:00 a.m. - 6:30 p.m.

Setup - Washington Convention Center

Ready By:
Thursday, November 9, 2023 @ 2:00 PM

Note
(3) Large Trash Cans with Liners
(1) Water Cooler with Cups -Do not plug in - water cannot be cold
Refill as needed
Tape or cover electrical outlets
Empty diaper pails every 2-3 hours

Check trash twice a day. Vacuum each evening.

****See Diagram****

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
(3) 10'x10' Hard-walled cubicles (lockable from inside)
(1) Trash Can in common area
(7) Arm Chairs – 1 placed inside each cubicle, and 4 in the common area
(7) Vibe cubes – 1 placed inside each cubicle, and 4 in the common area
(4) Large diaper pails– (1) placed next to changing table in common area, (1) in each cubicle
(2) 6'x36" skirted tables in common area, see diagram for placement
(4) 6'x36" skirted tables. Install padding (extra padding) under white plastic tops before topping. Please be sure there are no staples, etc. anywhere near the top or sides of the tables. Place one (1) padded table in each cubicle, and one (1) padded table in the common area next to the

diaper pail.

(4) Changing pads - place one (1) pad on top of table in each cubicle, and one (1) pad on top of the table in the common area next to the diaper pail.

Keyed lockers - placed along wall in common area

****See Diagram****

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 7:00 AM

Note

(3) Electrical outlets - place one (1) in each cubicle

(3) Power cords - place one (1) in each cubicle

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Friday, November 10, 2023

1:00 PM- 5:30 PM

Responsible Conduct of Research Short Course: Responsible Use of AI

Walter E. Washington Convention Center: 150A, 150B

Function Type: Workshop

Estimated Attendance: 300

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A174

Contacts

Contact: Ambika Mathur

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

Set stage per diagram.

Head Table for 6

Rounds for (300)

(1) Standing Lectern

(2) Easels

(1) 6'x30" skirted AV Tech table with (1) chair, set per diagram

(1) 6'x30" skirted registration tables with (2) chairs outside room

(5) 6'x30" skirted material tables outside of room near registration table

(2) Wastebaskets, place outside room by registration tables

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, November 9, 2023 @ 2:00 PM

Note

(1) Screen

(1) Data Projectors

(1) 4x1 switcher

(1) Timer

Audio/Visual - Projection AV

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

(1) Lectern microphone

(3) Table microphones (PTT) at head table

(2) Floor microphones

(1) Handheld wireless microphone

(1) DI at lectern (mic level) for computer playback

NOTE: Audio tech required

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
(1) 110v/20amp drop at projector
(1) 110v/20amp drop at lectern

Computer - Atlantic Images & Sound - Computers

Ready By:
Friday, November 10, 2023 @ 1:00 PM

Note
(1) Laptop computer and Monitor with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Friday, November 10, 2023- Wednesday, November 15, 2023

2:00 PM- 5:00 PM

Attendee Seating Areas & Public Spaces

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 2:30 PM

Note

Please place as many tables and chairs as possible in public areas as seating areas for attendees. Seating should be placed in areas not already utilized and so that they don't interfere with traffic flow.

Place rounds along the west side of the L St Bridge for additional seating.

Place additional tables along Halls D/E corridor, nooks on the concourse level, and on the ballroom pre-function area by windows.

Place rounds in Halls A & C per diagram.

****Remain as set through Wednesday, November 15 at 5:00pm****

Friday, November 10, 2023- Monday, November 13, 2023

2:00 PM- 5:00 PM

Badge Pick Up

Walter E. Washington Convention Center: Badge Pick Up - 151 Concourse

Function Type: Registration

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MO200-A708

Contacts

Contact: Stephanie Embrey

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Hours for Badge Pick-up in the 151 Concourse
Sat, Nov 11 - Mon, Nov 13 - 7:30am - 5:00pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

151 Concourse
METER BOARD SIGN: BADGE PICK-UP

(4) 1M counters and (1) 2M to accommodate two computers, one printer and two orbital scanners facing outward at each counter. Note: please extend the counter surface out to accommodated printer.

3' high black pipe and drape or rope to create three lines in front of counters. Note: please extend the counter surface out to accommodated printer - approximate space need 18".

Rope and stanchion to create serpentine waiting line.

(2) High stools for line monitor

(2) high stools at each end of the counter.

Customer Service

(2) Task chairs

(1) Table behind the kiosks for admin laptops and printers

****Please place several trash cans/recycle bins in this area.****

****Remain as set through Monday, November 13, at 5:00 pm***

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

SET PER DIAGRAM

(1) Pronoun Sticker Counter with 1 ADA side.

Kendra Brown will monitor and replace empty rolls of stickers as needed.

****Remain as set through Monday, November 13 at 5:00 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note
151 Concourse - total AMPS 42
(5) Quad boxes with power strips - one under each counter

Remain as set through Monday, November 13 at 5:00pm

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note
(1) CDS VLAN drops

Remain as set through Monday, November 13 at 5:00pm

Computer - Convention Data Services (CDS)

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
Counters 1-4
(1) CDS Admin Terminal
(4) CDS Self-registration Terminals
(4) Orbital scanners
(4) CDS printers for Badges
(4) Scan and Go handheld scanners

Customer Service - Counters 5
(2) Workstations
(2) Orbital Scanners
(1) CDS Printer for Badges

Remain as set through Monday, November 13 at 5:00pm

Friday, November 10, 2023- Wednesday, November 15, 2023

2:00 PM- 5:00 PM

Charging Stations

Walter E. Washington Convention Center

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: No

Contacts

Contact: Allison Burns

Logistics

General Notes - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 1:00 PM

Note

SEE DIAGRAM FOR LOCATION

(1) Charging Station (tower) in Concourse A

(1) Charging Station (tower) in East Salon

****Remain as set through Wednesday, Nov. 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 3:00 PM

Note

(1) 110V 20 amp drops at each charging station (tower).

****Remain as set through Wednesday, Nov. 15 at 5:00pm****

Friday, November 10, 2023- Wednesday, November 15, 2023

2:00 PM- 5:00 PM

Exhibitor Directory, Lanyard Pickup and Badge Recycle Locations

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

Please provide a large trash can in the below areas next to the Lanyard Bin.

SEE DIAGRAM FOR EXACT LOCATIONS

BADGE LANYARDS BINS

(2) West Salon

(1) East Salon

(1) 151 Badge Pickup area

Please monitor and empty on a regular basis.

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

SEE DIAGRAM FOR EXACT LOCATIONS

LANYARD BINS (Thursday, November 9, 5:00pm)

(2) West Salon

(1) East Salon

(1) 151 Foyer

EXHIBIT HALL DIRECTORY

PROGRAM and EXHIBIT GUIDE PICK-UP

(8' H x 10' W with Exhibit Guide bins)

(1) West Salon (Friday, 12:00pm)

(1) L Street Bridge (Friday, 12:00pm)

(1) Concourse A (Friday, 12:00pm)

(1) Concourse B (Friday, 5:00pm)

BADGE RECYCLE BIN (locked)

Monday, November 13, 7:30 am

(1) Grand Lobby Concourse, near L Street Doors

(1) L Street Side Doors

(1) Grand Lobby

(1) Metro Entrance

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Friday, November 10, 2023- Wednesday, November 15, 2023

2:00 PM- 5:00 PM

SfN Information Booths

Walter E. Washington Convention Center: SfN Info Booth - Grand Lobby, SfN Info Booth - L St. Concourse/Middle Bldg

Function Type: Other
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-MO200-A201

Contacts

Contact: Egle Derkintyte

Logistics

General Notes - SfN

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note
Friday Nov. 10, 2:00pm - 6:00pm
Saturday Nov. 11 - Tuesday Nov 14, 7:30am - 6:00pm
Wednesday Nov. 15, 8:00am - 5:00pm

General Contractor - The Expo Group (TEG)

Ready By:
Wednesday, November 8, 2023 @ 3:00 PM

Note
(2) Information Booths per diagram. Please provide cabinet space for staff personal items. Info booth in the Grand Lobby has display cabinets. Access display cabinet from the inside, not the top.

Header copy: Annual Meeting Information

(3) Stools at each booth
(2) Wastebaskets at each booth

Remain as set through Wednesday, November 15 at 5:00pm

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
Electrical for computer and monitor at each location.
(1) Power strip at each location

Remain as set through Wednesday, November 15 at 5:00pm

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 4:00 PM

Note

(2) Single lines with instrument, with Local calls only, numbers per phone roster. One at each location.

****Remain as set through Wednesday, November 15 at 5:00pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Friday, November 10, 2023 @ 12:00 PM

Note

(2) Computers with wireless card and monitors set on the counter, one at each location.

(2) iPads. Secure iPads on top of the counter so that attendee and staff can view. Please ensure case matches the size of iPad. One at each location.

****Remain as set through Wednesday, November 15 at 5:00pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

6:00 AM- 7:00 PM

Shuttle Drop Off Area

Walter E. Washington Convention Center

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Jennifer Gross

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Saturday, November 11, 2023 @ 6:00 AM

Note

(6) 6' Tables with (2) chairs each in the driveway area for the shuttle staff to use as desks.

Saturday, November 11, 2023- Wednesday, November 15, 2023

6:00 AM- 7:00 PM

Shuttle Information

Walter E. Washington Convention Center: Shuttle Info - L St. Concourse/Middle Bldg

Function Type: Other
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Jennifer Gross
Post: Yes
Cost Center: A-MO200-A201

Contacts

Contact: Jennifer Gross

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 7:00 AM

Note

- (1) Custom Counter - see structural renderings
- (2) 6'x30" skirted tables
- (3) chairs
- (2) wastebaskets

Header to read: Shuttle Information

****Remain as set through Wednesday, November 15 at 6:00pm****

Electrical - Hi-Tech Electric

Ready By:

Wednesday, November 8, 2023 @ 7:00 AM

Note

- (1) 120v/20 amp circuits with power strips

****Remain as set through Wednesday, November 15 at 6:00pm****

Telecom - Smart City - WCC

Ready By:

Wednesday, November 8, 2023 @ 7:00 AM

Note

- (1) mutli-line phone with instruments (one at each counter), restricted and 800 calls only, numbers per Telephone Roster.

****Remain as set through Wednesday, November 15 at 6:00pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

7:00 AM- 5:00 PM

Attendee Services

Walter E. Washington Convention Center: Attendee Services - East Salon

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MA200-A202

Contacts

Contact: Allison Morrow

Alt Contact:

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

Hours: Sat, Nov. 11, - Wed., Nov. 15, 7:30 am - 5:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

Attendee Services:

Signage on Structural Rendering

(9) 2M registration counters with headers

(9) 6'x30" skirted tables

(9) wastebaskets

(18) task chairs

3' high pipe and drape on sides

HEADERS:

1. Ribbon Pick-Up & Lost & Found

2. Award Travel Fund Check-In

3. Membership

4. Certificate of Attendance

5. Certificate of Attendance

6. Certificate of Attendance

7. Certificate of Attendance

8. Housing

9. App Support Wireless and Mobile

****Remain as set through Wednesday, Nov. 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

(9) 20 amp circuits with power strips- one under each counter/kiosks.

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note

INTERNET:

CDS VLAN with drops to be located as listed below.

(1) CDS VLAN drop for Certificate of Attendance

SfN Staff VLAN with drops to be located as below:

(1) Award/Travel Fund Check-in (Counter 2)

(1) drop with (5) additional dhcp IP addresses at the Housing Counter (Counter 8)

Membership VLAN

(1) drop at the Membership (Counter 3)

PHONES:

Lost & Found Counter (Counter 1)

(1) single-line with telephone, unrestricted, number per Telephone Roster.
Housing Counter (Counter 8)

(1) single-line with telephone, unrestricted, number per Telephone Roster.

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note

Attendee Services -

Located at the Housing Counter (9)

(1) Monitor and connection cables

Certificate of Attendance Counters (4, 5, 6, 7)

(1) Laptop computer and Monitor with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Membership Counters (3)

(1) laptop w/ mouse - Laptop computer and Monitor with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software, Protech UX. Must be equipped with USB ports.

(1) Lay Flat Monitor (flat on the counter) – 19” w/ privacy screen

Connect each laptop to the monitors for the counter

SfN Staff to network computers and printer

****Remain as set through Wednesday, Nov. 16 at 5:00 pm****

Computer - Convention Data Services (CDS)

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note

Located at the CERTIFICATE OF ATTENDANCE (Counters 4,5,6,7)

(4) CDS terminals

(2) CDS printer for Certificate of Attendance

(1) Administrative terminal

(2) Scanners

Located at the RIBBON PICK-UP / LOST & FOUND Counter

(1) CDS terminal

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

7:00 AM- 6:00 PM

Coat & Luggage Check

Walter E. Washington Convention Center: 154A, 154B

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: DawnKeane

Logistics

General Notes - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 9:00 AM

Note

Please ensure that all doors to this room are secured & locked and that security cameras are on.

Setup - Aramark - WCC

Ready By:

Friday, November 10, 2023 @ 9:00 AM

Note

Hours:

Sat, Nov 11- Tues, Nov 14, 7:30am - 7:00pm

Wed, Nov 15, 7:30am - 6:00pm

Cash Coat /Luggage Check Services:

· No attendant fee for the first (8) hours. \$185 per attendant for each additional 4 hour minimum

· \$5.00 per each item checked

Room 154 location:

(2) 6' ft skirted tables

(2) chairs

Saturday, November 11, 2023- Wednesday, November 15, 2023

7:00 AM- 5:00 PM

KiddieCorp Child Care

Walter E. Washington Convention Center: 204B, 204C

Function Type: Other
Estimated Attendance: 40

Billing Group: SfN Master
Meeting Planner: Sharon Bowles
Post: Yes
Cost Center: A-MA200-A202

Contacts

Contact: Sharon Bowles

Alt Contact: Janelle Mendoza

Organizer Email: janelle@kiddiecorp.com

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

Registration area - right outside the entrance of 204C:

- (1) 6'x30" skirted table (no pins) with (2) chairs
- (1) Small trash can next to table

*Provided by KiddieCorp

Rear of Room 204C: (ages 6 months-2 years old)

- (1) Covered diaper pail or lined trash can with cover, with extra trash bags
 - (1) Large trash can
 - (2) Cribs with bedding*
 - (2) High chairs*
 - (4) 6'x30" skirted tables (no pins) placed against the wall
 - (5) Large sheets*
 - (5) Chairs
- Empty diaper pail every 2-3 hours

Front of Room 204C: (ages 3-12 years old)

- (3) 5' round tables (covered with taped down plastic)
- (8) Chairs around each table
- (4) 6'x30" skirted tables (no pins) placed against the wall
- (2) Large trash cans

Check trash twice a day. Vacuum each evening.

Please keep air wall between 204 B and C 3/4 open

Active Room - 204B

- (1) 6'x30" skirted table (no pins) placed against the wall
- (1) Large trash can

Remain as set through Wednesday, November 15 at 6:00 p.m.

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
Cover the (3) 5' round tables with taped down plastic

Rear of Room 204C
(2) Mini-refrigerators

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Audio/Visual - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
Room 204B
(1) Flip chart with paper and marking pens
(1) TV/DVD Player

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
Front of Room 204C
(4) power strips, one placed on each 6' table against the wall to charge devices

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(1) Single line telephone
Call hold and transfer service required. Local and 800 calls only.
204B= (202) 249-4400

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Food And Beverage - Aramark - WCC

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
Rear of Room 204C
(1) Water station (ice, water, napkins, and paper cups)
(2) Hot Water Airpots replenished every 2-3 hours for warming up bottles
(4) Bowls for warming up bottles
(3) Tablecloths (5' round)

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Saturday, November 11, 2023- Wednesday, November 15, 2023

7:00 AM- 5:00 PM

Speaker Ready Room

Walter E. Washington Convention Center: 156

Function Type: Office

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 6:00 AM

Note

Hours: Sat, Nov 11 - Wed, Nov 15, 7:00am - 5:00pm

Setup - Washington Convention Center

Ready By:

Wednesday, November 8, 2023 @ 12:00 PM

Note

(10) 6'x30" skirted tables
(20) Chairs
(4) Keys

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

10-110V AC 4-outlet drops - (1) under each table

****Remain as set through Wednesday, November 15 at 5:00pm****

Computer - Atlantic Images & Sound - Computers

Ready By:

Thursday, November 9, 2023 @ 4:00 PM

Note

(8) PC laptops - must be the same as in the session rooms
(1) Mac PC & Monitor - NOTE: Must be full size Macs

****Remain as set through Wednesday, Nov 15 at 5:00pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

7:30 AM- 5:00 PM

SfN Pop-up Store

Walter E. Washington Convention Center: Satellite Store - East Salon

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Contacts

Contact: Cynthia Fischer

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Additional storage will be in the Trunk and Storage Room in the Headquarters and Logistics Office, if needed.

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

SET PER DIAGRAM

HEADER

SfN Pop-up Store

(2) Glass display counters

(2) Stools

Shelving on the structure

(1) Bookshelf with storage

****Remain as set through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

SET PER DIAGRAM

(1) 120v 20 amp drop

****Remain as set through Wednesday, November 15 at 5:00pm****

Telecom - Smart City - WCC

Ready By:

Wednesday, November 8, 2023 @ 5:00 PM

Note

SET PER DIAGRAM

(1) drop on the SfN Staff VLAN

****Remain as set through Wednesday, November 15 at 5:00 PM****

Saturday, November 11, 2023

8:00 AM- 10:00 AM

CAR Meeting

Walter E. Washington Convention Center: 209B

Function Type: Meeting
Estimated Attendance: 30

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-AT200-M604

Contacts

Contact: Katherine Bloom

Logistics

General Notes - SfN

Ready By: Note
Saturday, November 11, 2023 @ 7:00 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Saturday, November 11, 2023 @ 7:00 AM (1) Screen
(1) Data Projector with Cart
(15) Push to talk table microphones

Computer - Atlantic Images & Sound - Computers

Ready By: Note
Saturday, November 11, 2023 @ 7:00 AM (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

Food And Beverage - Aramark - WCC

Ready By: Note
Saturday, November 11, 2023 @ 7:30 AM Hot Breakfast Buffett @ \$32.00++ per person
Apple, Cranberry and Orange Juices
Seasonal Sliced Fruit and Berries
Assorted Freshly Baked Pastries and Muffins
Fruit Preserves, Honey and Sweet Butter
Applewood Smoked Bacon and Pork Sausage
Cage Free Scrambled Eggs with Salsa and Cheddar Cheese
Home-Fried Potatoes
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023- Sunday, November 12, 2023

8:00 AM- 5:00 PM

Donor & Volunteer Lounge

Walter E. Washington Convention Center: Salon F

Function Type: Other
Estimated Attendance: 25
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-DV200-A150

Contacts

Contact: Katie Collins

Logistics

General Notes - SfN

Ready By:
Saturday, November 11, 2023 @ 7:30 AM

Note
Hours: Sat, Nov 11 - Wed, Nov 15, 8 am - 5:00 pm

Setup - Washington Convention Center

Ready By:
Wednesday, November 8, 2023 @ 4:00 PM

Note
(1) 6'x30" skirted table inside the doors for a reception desk
(4) chairs at the reception desk
(1) 6'x30" skirted table for coffee/food & beverage
(1) 6'x30" skirted table for materials
(2) Wastebaskets
(4) Easels
(2) Keys - on key list
Room is carpeted.

Remain as set through Wednesday, November 15 at 5:00pm

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
VIP area so please use nice comfy furniture.

(1) Seating area with (1) Love Seat and (2) Comfy chairs and (1) Coffee table

(4) Seating areas (3) Comfy chairs and (1) Coffee table in each area

(4) Cocktail rounds with 4 chairs at each table

Provide nice greenery for room once room is set

Remain as set through Wednesday, November 15 at 5:00pm

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

Note
Power at each of the seating areas with a power strip.
Power at the reception desk.
(2) Extra power strips - please give to staff.

Food And Beverage - Aramark - WCC

Ready By:
Saturday, November 11, 2023 @ 7:45 AM

Note
Beverage service required Saturday - Sunday
Beverages to be set all day:

NOTE: VIP ROOM - please check room frequently throughout the day to ensure beverages do not run out

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74.00++ per gallon
BOTTLED WATER \$4.50 each, charged on consumption

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023- Wednesday, November 15, 2023

8:00 AM- 3:00 PM

Neurojobs Career Center

Walter E. Washington Convention Center: NeuroJobs - East Salon

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-P162

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 8:00 AM

Note

Hours: Sat. Nov. 11 – Tue. Nov. 14, 8:00 am - 5:00 pm

Wed. Nov. 15, 8:00 am - 3:00 pm

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

(4) Cocktail tables (draped) as per diagram.

Remain as set through Wednesday, Nov. 15 at 5:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

(4) Computer kiosks. Build (1) kiosk that is wheelchair accessible.

(2) Kiosks on both ends for printers

INTERVIEW ROOMS – See diagram.

(5) 10 x 10 Hard wall

(5) 6' x 30" skirted tables – set (1) per interview room

(15) Chairs – (3) per interview room

(1) 2M Registration Counter.

Header Copy: NeuroJobs (logo)

(2) Task chairs at counter

(2) Wastebaskets

Remain as set through Wednesday, Nov. 15 at 5:00 pm

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

(65) Clear literature pockets mounted on the Neurojobs backwall facing Art of Neuroscience.

Remain as set through Wednesday, Nov. 15 at 5:00 pm

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(3) 20 amp quad boxes – (2) at counters for printers and computers, (1) at the registration counter.

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Telecom - Smart City - WCC

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(1) Internet drop on the SfN Staff VLAN

SfN staff to network computers and printers

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(4) Desktop computers and monitors with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Microsoft Internet Explorer – set one at each kiosk.
(2) Printers

NOTE: Computers must have a flash drive port in the front as attendees and employers bring their resumes and job listings on a flash drive to upload.

NOTE: Be sure to place CPU on the counter of the kiosks and the monitor goes on top of the CPU.

SfN staff to network computers and printers.

****Remain as set through Wednesday, Nov. 15, at 5pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

8:00 AM- 5:00 PM

Prayer Room

Walter E. Washington Convention Center: 142

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Friday, November 10, 2023 @ 2:00 PM

Note

Hours -

Saturday, Nov 11 - Tuesday, Nov 15, 8:00am - 6:00pm

Wed, Nov 15, 8:00am - 5:00pm

(4) 6' ft skirted tables

(10) chairs

Saturday, November 11, 2023- Wednesday, November 15, 2023

8:00 AM- 5:00 PM

Press Room

Walter E. Washington Convention Center: 202A

Function Type: Other

Estimated Attendance: 80

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-NL200-P150

Contacts

Contact: Matt Windsor

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Saturday, November 11, 2023 @ 7:45 AM

Note

Beverages to be provided each day Saturday - Wednesday

(100) Assorted Canned Sodas @ \$5.50 each charged on consumption.

(10) gallons @ \$74.00 per gallon Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas

Do NOT refresh once this is depleted

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023

9:00 AM- 11:00 AM

International Fellows Orientation

Walter E. Washington Convention Center: 149A, 149B

Function Type: Meeting

Estimated Attendance: 30

Room Set: Banquet

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: MariaNajjar

Logistics

Setup - Washington Convention Center

Ready By:

Wednesday, November 8, 2023 @ 3:00 PM

Note

Head Table for 3
Rounds for (70)
(1) Standing Lectern
(2) Easels

NOTE: Preset room lights out over screen

****Remain as set through Wednesday, November 15 at 5:00pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 8:00 AM

Note

(1) Screen (7' x 12')
(1) Data Projector

Audio/Visual - Projection AV

Ready By:

Saturday, November 11, 2023 @ 8:00 AM

Note

(1) Lectern Microphone

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) 110V, 20 amp drops at projector
(1) 110V, 20 amp drops at upstage right

****Remain as set through Wednesday, November 15 at 5:00pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

10:00 AM- 5:00 PM

Art of Neuroscience

Walter E. Washington Convention Center: Art of NS - East Salon

Function Type: Exhibits

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Jennifer Gross

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

Exhibit Dates and Hours

Saturday, November 11 – Wednesday, November 15, 10:00am – 4:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(12) 10' x 10' draped booths (White back and side rail)

Please provide the following at each booth:

(1) 42" - 6' draped table

(2) Stools

(1) Wastebasket

ID signs per list provided in advance

NOTE: Please check with exhibitors that furniture above is needed

****Remain as set on through Wednesday, November 15 at 5:00pm****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 2:00 PM

Note

(1) 500 watt electrical drop at each booth

****Remain as set through Wednesday, November 15 at 5:00pm****

Saturday, November 11, 2023

10:00 AM- 12:00 PM

Dialogues Between Neuroscience and Society

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7200

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

Setup - Washington Convention Center

Ready By:

Wednesday, November 8, 2023 @ 12:00 PM

Note

(1) 40'x16'x42" Stage

(1) Standing Lectern with light stage right - NOT PRESIDENTIAL PODIUM

Note: After this event, please move podium to the center of stage.

Set Room theater style for 7200 as diagrammed or max seating

(2) 6' tables to the right of the stage with (3) chairs, per diagram for the Q&A moderators

****Remain as set through Wednesday, November 15 at 5:00pm****

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 4:00 PM

Note

8'x8 pipe and drape AV Booth per John Berry, please use black drape.

(1) 6'x 24"x 42" table, white top/black skirt set perpendicular to podium.
High Black Drape behind the stage

Lighted Fire Exit Signs per diagram

AV CONTROL ROOM - area behind stage, see diagram for exact location 14' x 10' Black drape area

FLORAL

(8) 4-5' tall Areca Palms (also called Cat Palms).

(1) Low Cocktail Round for Awards

GREEN ROOM

Build room 15' x 15' with door

Sofa, (2) side tables, (2) chairs and coffee table

(2) Lamps

****Remain as set through Wednesday, November 15 at 5:00pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, November 9, 2023 @ 4:00 PM

Note

Closed Captioning:

- (2) monitors to view the speaker
- (2) monitors to view the speaker's power point presentation
- (1) XLR feed
- (2) Connections to an encoder via HDMI
- (4) 6' tables to accommodate the (4) monitors and (2) laptops

Ready By:

Thursday, November 9, 2023 @ 4:00 PM

Note

Teleprompter installed at Lectern

- (1) Push to talk microphone at the moderator table for Q&A

Ready By:

Thursday, November 9, 2023 @ 4:00 PM

Note

Lighting

- 1 High End Systems Wholehog iPC Lighting Console
- 1 Leprachaun Dimmer Rack
- 26 ETC S4 Par, 750w - Black Barndoors: S4
- 14 10' (12"x12")Box Truss Lighting plus cable run off
- 10 1/2 ton motors
- 1 Rigging Steel Pkg
- 6 100' Socapex Cables / Fanouts
- 6 50' Socapex Cables / Fanouts
- 1 Three Phase Power Drop / Distro
- 5 Black Encore: 22'w x 39'h drape
- 6 Martin MAC Aura

Hall D Audio

- 1 Yamaha QL1 Digital Console
- 1 Professional power distro system
- 1 Yamaha Rio
- 20 JBL VRX932 Line Array Speakers
- 32 JBL VerTec 4886 Line Array Speaker
- 8 JBL VRX928 Line Array Speaker
- 8 JBL AC26 Front Fill Speakers
- 8 Fostex 6301B Program Speakers
- 1 Audio Rack (2 Lake Mesa EQ, Tablet PC & RF Network)
- 1 Dolby 413 Noise Reduction Unit
- 2 Earthworks fm500 low profile podium mic
- 1 Shure sm58s vog mic
- 1 Shure UHF Antenna System
- 2 Shure Axient AD4Q Quad Receiver
- 8 Shure Axient AD1 Beltpack TX w/lav
- 5 Shure Axient AD2 Handheld TX
- 4 DI's for PC
- 4 DPA 4066 Headset Mic \$ 160.00
- 1 ClearCom FreeSpeak II 4 Drop System Package
- 1 ClearCom FreeSpeak II 4 Drop Expansion Package
- 1 60' Boom Lift (week)
- 8 1 ton chain motors

Ready By:
Thursday, November 9, 2023 @ 4:00 PM

Note

Video Projection
4 13'x24' screens (floor program screens)
4 9'x16' stumpfl screens (flown delay screens)
2 9'x16' stumpfl screens (imag flown screen)
30 10'(12"x12")Box Truss
6 10'(corner block)
5 10'(12"x12")Box Truss
1 5'(12"x12") Corner Blocks (Logo Projector)
20 1/2 ton motors
2 55" Samsung MD55C LED Monitor
1 Jelco EZ Tilt Monitor Stand
5 Panasonic PT-RZ12KU HD Projector
4 Panasonic ET-D75LE6 0.9-1.1:1 HD Lens
4 48" video carts
6 Panasonic PT-RZ12KU HD Projector (Delays & Imags)
1 Panasonic PT-RZ12KU HD Projector (Logo)
Projector Flyware
1 Panasonic AK-HC 3800 HD Camera
1 Sachtler V-18 Tripod Package
1 Canon HJ40x10B IASD-V HD Zoom Lens
1 Panasonic AK-HC 3800 HD Camera
1 Sachtler V-18 Tripod Package
1 Canon HJ40x10B IASD-V HD Zoom Lens
3 AJA Ki-Pro Go 4-Ch Recorder
30 Decimator MD-HX HDMI/SDI Cross Conv-Scaling
11 Aja FIDO 3G 4-Channel - ST TX/RX HD-SDI ST Fiber Pkg
1 Kramer VM-4HDCP XL 1x4 DVI DA
2 Indu 200 Amp Powr Distro Pkg (included Indu Spider Box to Edison
3x Breakered Nema 5-20 Duplex,all L21-30,ac ext cables, etc.)
1 Tektronix WFM-1760 Waveform Vectorscope
1 Barco E2 Gen 2 Switcher
1 Barco E2 Gen 2- Spare
1 Barco EC-50 Contoller
2 Alienware M15 with VMIX & Accessories
1 Sewell Splitdeck 1x4 HDMI DA
3 Samsung ME32C LED Monitor
1 Flanders CM171 17" Production Monitor
2 50m DVI (m-m) Fiber Optic Cable w/power supply
24 200 SDI Cable
2 Yellobrik T/R Ethernet - LC Fiber
4 300 Meter TAC12 Reel Singlemode ST
12 200 Meter Tac4 Reel Singlemode ST
1 Mackie 1604 16 Channel Mixer
1 16 Space Engineering Rack
1 Sony MDR-7506 Stereo Headphones
2 Marshall Dual 7" Marshall Lynx 702v3 3G-SDI/HDMI
2 2TB Hard Drive - PK
25 Thumb Drives for recordings
20 BNC Barrel (f-f)
1 60' Boom Aerial lift (week)
1 45' Boom Aerial lift (week)
2 Apple MacBook Pro 13" M1
3 Lenovo ThinkPad P51 I7

Ready By:
Tuesday, November 7, 2023 @ 4:00 PM

Note
100 amp 3 phase for video
60 amp 3 phase for audio
100 amp service for lighting

Drop electrical behind the stage

Electrical for the lighted Exit Signs

NO DROPS NEEDED under screens

GREEN ROOM
(1) 500 Watt drop for (2) lamps

Remain as set through Wednesday, November 15 at 5:00pm

Telecom - Smart City - WCC

Ready By:
Wednesday, November 8, 2023 @ 12:00 PM

Note
10Mbps Dedicated Drop w/5 Static IP Addresses, behind the stage in the AV Control area

This room will be live streamed through out the meeting.

This room will use a moderated Q&A that works over the wifi, so please ensure there are enough access points.

Computer - Atlantic Images & Sound - Computers

Ready By:
Thursday, November 9, 2023 @ 10:30 AM

Note
At the moderator table for Q&A:

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

(1) Computer mouse

Food And Beverage - Aramark - WCC

Ready By:
Saturday, November 11, 2023 @ 9:00 AM

Note
(3) Cases of bottled water at podium for the week

Please provide 2 drinking glasses for the Dialogues lecture

(1) drinking glass for all other presentations.

Service: 9:15am - 1:30pm
GREEN ROOM - located in the built room behind the stage - see diagram
Small Beverage Service
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$74+ per gallon
Assorted Canned Soda @ \$5.50+ each, charged on consumption.
Bottled Water @ \$4.50+ each, charged on consumption.

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023

11:15 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Estimated Attendance: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Wednesday, November 15, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$74 per gallon
Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:
Lunch @ \$36.00+ per person
Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu #4

Asian Salad with Shredded Cabbage, Asian Vegetables, Fried Wontons with Sesame Dressing
Lo Mein Noodle Salad with Ginger and Honey Teriyaki Chicken
Pepper Steak with Jasmine Rice
Vegetable Fried Rice
Fortune Cookie, Lemon Cake

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023- Tuesday, November 14, 2023

12:00 PM- 2:00 PM

Graduate School Fair

Walter E. Washington Convention Center: Hall E - Grad Fair

Function Type: Exhibits

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-AT200-A172

Contacts

Contact: Jennifer Gross

Logistics

General Notes - SfN

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

Hours:

Saturday, November 11 - Tuesday, November 14, 1 pm - 3 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) Registration Information Counter
- (2) Task chairs at counter
- (1) Wastebasket
- (1) Easel
- Extra "S" hooks

Prepare exhibitor floor for exhibitor move-in and deliver freight to exhibit booths as follows:

Booth # ending with A: Friday, November 10

Booth # ending with B: Sunday, November 12 between 2 p.m. and end of day

All other GSF exhibitor freight can be delivered on Friday, November 10.

Set (96) 8 X 10 booths as follows:

Carpet the entire area with red carpet

White Back drape

Gold Side rail

(1) 7' x 44" sign

(1) 6' skirted table

(2) Chairs

(1) Waste Basket

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) 20 amp electrical drop at the Registration Information Counter
-

Saturday, November 11, 2023

12:00 PM- 2:00 PM

PDW: Doing Our Part to Change the Culture of Science Becoming a Champion for Rigor

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 9:00 AM

Note

Set room per diagram
Theater style for (170)
Rounds for (120)

Set stage per diagram
Head table with (8) chairs on stage
(1) Standing lectern with light
(1) Skirted 6'x36" table and (1) chair for AV tech table per diagram

(1) Easel outside of room
(5) Wastebasket
(1) Skirted 6' table and (3) chairs outside of room

Lights: preset room lights out over screen

****Remain as set through Wednesday, November 15 at 5:00 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 3:00 PM

Note

(1) 6'x18" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 11:00 AM

Note

(1) Screen
(1) Data Projector
(1) 4x1 switcher
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5:00 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 11:00 AM

Note
(1) Lectern microphone
(4) Table microphones (PTT) at head table
(2) Floor Mics
(1) DI at lectern (mic level) for computer playback
NOTE: Audio tech required

****Remain as set Wednesday, November 15 at 5:00 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note
(1) 110v/20amp drop @ projector
(1) 110v/20amp drop @ lectern

****Remain as set Wednesday, November 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 11:00 AM

Note
(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Saturday, November 11, 2023

12:00 PM- 2:00 PM

PDW: Advancing your Career through Effective Science Writing for the Public and Creating Clear, Eye-catching Research Statements

Walter E. Washington Convention Center: 207A

Function Type: Workshop
Estimated Attendance: 400
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Allison Burns
Post: Yes
Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

Set room per diagram
Theater style for (400)

Set stage per diagram
Head table with (8) chairs on stage
(1) Standing lectern with light
(1) Skirted 6'x36" table and (1) chair for AV tech table per diagram

(1) Easel outside of room
(5) Wastebasket
(1) Skirted 6' table and (3) chairs outside of room

Lights: preset room lights out over screen

****Remain as set through Wednesday, November 15 at 5:00 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 3:00 PM

Note

(1) 6'x18" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5:00 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 11:00 AM

Note

(1) Screen
(1) Data Projector
(1) 4x1 switcher
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5:00 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 11:00 AM

Note
(1) Lectern microphone
(4) Table microphones (PTT) at head table
(2) Floor Mics
(1) DI at lectern (mic level) for computer playback
NOTE: Audio tech required

****Remain as set Wednesday, November 15 at 5:00 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 8:00 AM

Note
(1) 110v/20amp drop @ projector
(1) 110v/20amp drop @ lectern

****Remain as set Wednesday, November 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 11:00 AM

Note
(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

****Remain as set through Wednesday, November 15 at 5:00 pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

12:00 PM- 5:00 PM

Press Interview Room

Walter E. Washington Convention Center: 203A, 203B

Function Type: Other
Estimated Attendance: 10

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-NL200-P150

Contacts

Contact: Matt Windsor

Logistics

General Notes - SfN

Ready By:
Saturday, November 11, 2023 @ 7:00 AM

Note
Hours: Saturday, Nov. 11 - 12:00pm - 5:00pm
Sunday, Nov 12 - Wednesday, Nov. 15, 8:00am - 5:00pm

Setup - Washington Convention Center

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(3) interview tables of (1) 6'x30" skirted and (3) chairs each along one wall
(5) perimeter chairs along the facing wall
(1) Wastebasket

Remain as set through Wednesday, November 15 at 5pm

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

Note
(1) Power Strip

Saturday, November 11, 2023- Wednesday, November 15, 2023

12:00 PM- 4:00 PM

Society Executive Conference Room

Walter E. Washington Convention Center: Salon D

Function Type: Office

Estimated Attendance: 12

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-A140

Contacts

Contact: Stephanie Schlueter

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 2:30 PM

Note

Set conference style for (12)

Please use table clothes to cover tables

(6) Chairs set to the side

(1) waste basket

(1) 6' table to the side for a materials table

(2) Easels

Will be used for high level meetings

****Remain as set through Wednesday, November 15 at 4:00pm****

General Contractor - The Expo Group (TEG)

Ready By:

Saturday, November 11, 2023 @ 8:00 AM

Note

Provide nice greenery for room once room is set.

Saturday, November 11, 2023

12:00 PM- 2:15 PM

TENTATIVE: Council lunch with Dialogues Speaker

Walter E. Washington Convention Center: 208A, 208B

Function Type: Reception

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: Yes

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 11:00 AM

Note

This event is currently tentative. Updates or a cancellation will come with the first event updates later in October.

Saturday, November 11, 2023

1:00 PM- 3:00 PM

Clinical and Pre-Clinical Imaging Studies in Alzheimer's Disease #NANO03

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (420)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 2:45 PM

Effects of COVID-19: Physiology and Cognition #NANO02

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (540)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:30 PM

Mapping and Probing Cell Types Across Scales #NANO10

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (260)
(1) Standing lectern with light stage right

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:00 PM

Mechanisms of Attention: Human Studies #NANO09

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (375)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:30 PM

Neural Control of Chewing and Swallowing #NANO06

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (234)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (1) Floor microphone
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:15 PM

Neurodevelopmental Disorders: Genetic and Molecular Mechanisms #NANO01

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) Set stage per diagram
- Skirted Head table with (7) chairs
- (1) Chair on side of head table

Set room theater style for (480)

- (1) Standing lectern with light stage left

- (1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone handheld wireless in stand at head table
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note
(1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:00 PM

Neuroethology of the Sensorimotor System #NANO07

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (260)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 3:15 PM

Parkinson's Disease: Cellular and Molecular Mechanisms #NANO04

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (508)
(1) Standing lectern with light stage left

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 2:45 PM

Physiology and Pharmacology of Serotonin and Hallucinogens #NANO08

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (234)
(1) Standing lectern with light stage right

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone handheld wireless in stand at head table
(1) Floor microphone
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note
(1) Laptop computer at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

1:00 PM- 5:00 PM

Poster Sessions

Walter E. Washington Convention Center: Hall ABC- Poster Session

Function Type: Posters

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 1:00 PM

Note

Hours:

Sat, Nov. 11, 1:00 pm – 5:00 pm

Sun, Nov. 12 – Wed, Nov. 15, 8:00 am–12:00 pm & 1:00 pm–5:00 pm

Setup - Washington Convention Center

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

SET PER DIAGRAM

Set and place 1,000 chairs in groups of four or six throughout the poster floor.

Ensure that there are chairs in every poster aisle, with multiple sets in the longer aisles.

The Expo Group will provide zip ties to WCC for the set up of the chair groupings.

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 3:00 PM

Note

Install Pepper carpet in entire poster session area.

Install poster boards as diagrammed on floor plan, with 25” aisles.

Large trash cans placed evenly in the aisles

(1,340) Posterboard faces

Poster signs on each board

(60,000) Push pins

(1,500) Small Dixie Cups

(5) 2M Registration counters for poster attendants per diagram

(1) at each station

Header to read: POSTER ATTENDANT STATION

(1) Chair at each station

(1) Wastebasket at each station

Locations: SET PER DIAGRAM

#1 - Front Hall C, near A1

#2 - Back Hall C, between Poster Rows E and F

#3 - Back Hall B, between Poster Rows X and Y

#4 - Back Hall A between Poster Rows OO and PP

#5 - Front Hall A, near Poster Area

Install crowd control tape at cross aisles leading from exhibits to poster sessions after setup is complete for Saturday 1:00 pm poster session.

Leave double-wide aisles open

See the attachments tab for additional requirements.

Provide zip ties to WCC to zip tie chairs in groups.

****Remain as set through Wednesday, Wed. 15 at 5:00 pm****

Ready By:

Wednesday, November 15, 2023 @ 5:00 PM

Note

Cut the zip ties from the chair groupings so chairs can be removed by WCC.

Telecom - Smart City - WCC

Ready By:

Friday, November 10, 2023 @ 10:00 AM

Note

(5) VLAN drops

(1) at each Poster Attendant Station, see diagram for locations.

****Remain as set through Wednesday, Wed. 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

(5) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

SfN staff to network all computers.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023- Wednesday, November 15, 2023

1:00 PM- 5:00 PM

Product Theater

Walter E. Washington Convention Center

Function Type: Exhibits

Set For: 150

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: MO-200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

500 - 4" x 6" Index cards for Q & A

100 - Pencils / 100 - Black Pens

450 - Quart Size sip lock bags for clean headsets.

450 - green Stickers

Sanitizing wipes to clean headsets after each session

Ready By:

Saturday, November 11, 2023 @ 8:30 AM

Note

Schedule (15 Confirmed - 5 each day)

Sunday, Nov. 12 - Tuesday, Nov. 14

10:00 AM EST; 11:30 AM EST; 1:00 PM EST; 2:30 PM EST; 4:00 PM EST

Setup - The Expo Group (TEG)

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

Set per diagram

Stage for 4

General Contractor - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 12:00 AM

Note

Set as per diagram.

50 x 50 Black carpet

8ft. white drape on back by column

3ft white drape side rail on three sides with an opening

STAGE

(2) 6x30 draped table

(2) Cort WD3 Table for stage

(4) Cort XCHR Chair for stage

(150) Side chairs (150 of up to 200 at NC per agreement)

(4) 42" High Ped Table

- (1) 6' skirted table with (2) chairs for SfN staff.
- (1) 6' skirted table with (2) chairs for AV Tech.

BANNER: PRODUCT THEATER (on Rendering)
(1) 15' W x 6' H ' SS Backdrop Banner, please use image

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Thursday, November 9, 2023 @ 5:00 PM

- Note
- (2) Screens
 - (1) Data Projector
 - (1) 4x1 switcher
 - (1) Digital Timer
 - (350) Wireless headsets
 - Set 1 - 175, Set 2 - 175

****Remain as set through Wednesday, November 15 at 5:00 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 12:00 PM

- Note
- (1) Electrical at Lectern
 - (1) Electrical at (2) projectors

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 AM

- Note
- (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

NOTE:
Sunday, Nov. 12 - Tue. Nov. 14, please have set by 8:00am.

SfN will provide a daily schedule slide to project between presentations.

****Remain as set through Wednesday, Nov. 15 at 5:00 pm****

Saturday, November 11, 2023

1:00 PM- 3:30 PM

Representation of Faces and Bodies #NANO05

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
8' Skirted Head table with (3) chairs

Set room theater style for (335)
(1) Standing lectern with light stage right

(1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) 4x1 Switcher
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone handheld wireless in stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 12:00 PM

Note

- (1) Laptop computer and mouse at Podium with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

1:00 PM- 2:00 PM

Special Lecture: The Neuroscience of Dynamic Social Behavior: Uncovering Circuit Mechanisms: Mechanisms In Drosophila — Mala Murthy #LEC02

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 10 a.m.

Saturday, November 11, 2023

1:30 PM- 3:00 PM

Journal of Neuroscience Senior & Reviewing Editors Meeting

Walter E. Washington Convention Center: 149A, 149B

Function Type: Meeting
Estimated Attendance: 35
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: J-SP401-J804

Contacts

Contact: Vince Carmona

Logistics

General Notes - SfN

Ready By: Note
Saturday, November 11, 2023 @ 12:30 PM As set Saturday, November 11 @ 9 am

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Saturday, November 11, 2023 @ 12:30 PM (1) Screen
(1) Data Projector with Cart

Audio/Visual - Projection AV

Ready By: Note
Saturday, November 11, 2023 @ 12:30 PM (1) Lectern Microphone
(2) Handheld Microphones
Computer audio required

Food And Beverage - Aramark - WCC

Ready By: Note
Saturday, November 11, 2023 @ 1:15 PM Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74.00++ per gallon
Assorted Soft Drinks @ \$5.50++ each, charged on consumption.
Chilled Bottled Water @ \$4.50++ each, charged on consumption.

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023

1:30 PM- 2:30 PM

Meet-the-Clinician-Expert: Feldman — Somewhere Over the Rainbow #MTCE01

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop
Estimated Attendance: 390
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Sharon Bowles
Post: Yes
Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) Set stage per diagram
Skirted Head table with (1) chair

Set room theater for (390)
(1) Standing lectern with light stage left

(1) Skirted 6'x30" table and (1) chair for AV tech table per diagram

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 p.m.****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 12:30 PM

Note

(1) Screen, set per diagram
(1) Data/video projector w/cart
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 p.m.****

Audio/Visual - Projection AV

Ready By:

Saturday, November 11, 2023 @ 12:30 PM

Note

(1) Lectern microphone
(1) Table microphone hand-held wireless in stand at head table
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 p.m.****

Electrical - Hi-Tech Electric

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) drop at projector
- (1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:

Saturday, November 11, 2023 @ 12:30 PM

Note

- (1) Laptop computer and mouse with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

****Remain as set through Wednesday, November 15 at 5 p.m.****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

Advances in Deep Brain Stimulation: From Mechanisms to Applications #MIN04

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) Set 30'x8'x24" stage per diagram.

Skirted Head table with (7) chairs

(1) Chair on side of head table

(1) Skirted 6'x30" table and (1) chair for AV tech table per diagram

(1) Set 6'x8'x24" camera platform in rear of room per diagram

Set room max theater style for (1,373)

(1) Standing lectern with light stage right

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18" x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

NOTE: Place 12' navy drape behind stage for live streaming

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer

Stage wash and LED up lighting.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Lectern microphone
- (3) Head table microphones
- (2) Floor microphones
- (1) DI under 6' table for computer

Audio to the camera riser. Audio connection should not be run next other cables.

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) drop at projector
- (1) drop at lectern
- (1) drop at camera riser

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
- (1) Laptop placed at Podium
- (1) Laptop computer and (1) Computer mouse placed at Head Table

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

Advances in the Neuroscientific Study of Consciousness #SYM01

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) Set stage per diagram
- Skirted Head table with (7) chairs
- (1) Chair on side of head table

Set room theater style for (520)

- (1) Standing lectern with light stage left

- (1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(1) Lectern microphone
(3) Head table microphones
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
(1) Laptop placed at Podium.
(1) Laptop and (1) Computer Mouse placed at Head Table.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

Hypothalamic Supramammillary Control of Cognition and Motivation #MIN01

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) Set stage per diagram
- Skirted Head table with (7) chairs
- (1) Chair on side of head table

Set room theater style for (790)

- (1) Standing lectern with light stage left

- (1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(1) Lectern microphone
(3) Head table microphones
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
(1) Laptop placed at Podium.
(1) Laptop and (1) Computer Mouse placed at Head Table.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

Learning From Doing #MIN02

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

- (1) Set stage per diagram
- Skirted Head table with (7) chairs
- (1) Chair on side of head table

Set room theater style for (560)

- (1) Standing lectern with light stage left
- (1) 6' x 30" table with (1) chair for AV tech

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(1) Lectern microphone
(3) Head table microphones
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note
(2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
(1) Laptop placed at Podium.
(1) Laptop and (1) Computer Mouse placed at Head Table.

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

Suppression and Variability in Visual Cortex #MIN03

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) Set 30'x8'x24" stage per diagram.

Skirted Head table with (7) chairs

(1) Chair on side of head table

(1) Skirted 6'x30" table and (1) chair for AV tech table per diagram

(1) Set 6' 8'x24" camera platform in rear of room per diagram

(1) Skirted 6'x30" table and (2) chairs placed next to camera platform in rear

Set room max theater style for (1,296)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

NOTE: Place 12' navy drape behind stage for live streaming

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screens, set per diagram
- (1) Data/video projectors w/cart
- (1) 4x1 Switchers
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer
- (1) Alienware M15 with VMIX & Accessories
- (1) Panasonic Camera w/ 40x Lens not standard
- (1) AJA Ki Pro Go
- (1) Roland V60 Switcher
- (1) Mixer 1402

Stage wash and LED up lighting.

This room will be live streamed through out the meeting.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Lectern microphone
- (3) Head table microphones
- (2) Floor microphones
- (1) DI under 6' table for computer

This room will be live streamed through out the meeting.

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 110- 20amp drop at projector
- (1) 110- 20amp drop at lectern
- (1) 110- 20amp drop at camera riser

****Remain as set through Wednesday, November 15 at 5 pm****

Telecom - Smart City - WCC

Ready By:
Wednesday, November 8, 2023 @ 12:00 PM

Note

10Mbps Dedicated Drop w/5 Static IP Addresses, at streaming table next to camera riser

This room will be live streamed through out the meeting.

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
- (1) Laptop at Podium
- (1) Laptop computer and (1) Computer mouse placed at Head Table

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:00 PM- 4:30 PM

The Nanoscale Organization of Synapses: Tuning Function and Plasticity #SYM02

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) Set 30'x8'x24" stage per diagram

Skirted Head table with (7) chairs

(1) Chair on side of head table

(1) Skirted 6'x30" table and (1) chair for AV tech table per diagram

(1) Set 6'x8'x24" camera platform in rear of room per diagram

(1) Skirted 6'x30" table and (2) chairs placed next to camera platform in rear

Set room max theater style for (1,386)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) 6' x 18" x 42" table, white top/black skirt set perpendicular between head table and standing lectern

NOTE: Place 12' navy drape behind stage for live streaming

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switchers
- (1) Laser Pointer
- (1) Projectionist
- (1) Digital Timer
- (1) Alienware M15 with VMIX & Accessories
- (1) Panasonic Camera w/ 40x Lens not standard
- (1) AJA Ki Pro Go
- (1) Roland V60 Switcher
- (1) Mixer 1402

Stage wash and LED up lighting.

This room will be live streamed through out the meeting.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (1) Lectern microphone
- (3) Head table microphones
- (1) Table microphone at moderator table in front of room
- (2) Floor microphones
- (1) DI under 6' table for computer

This room will be live streamed through out the meeting.

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note

- (1) 110- 20amp drop at projector
- (1) 110- 20amp drop at lectern
- (1) 110- 20amp drop at camera riser

****Remain as set through Wednesday, November 15 at 5 pm****

Telecom - Smart City - WCC

Ready By:
Wednesday, November 8, 2023 @ 12:00 PM

Note

10Mbps Dedicated Drop w/5 Static IP Addresses, at camera riser

This room will be live streamed through out the meeting.

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, November 11, 2023 @ 1:00 PM

Note

- (2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
- (1) Laptop placed at Podium
- (1) Laptop computer and (1) Computer Mouse placed at Head Table

****Remain as set through Wednesday, November 15 at 5 pm****

Saturday, November 11, 2023

2:30 PM- 4:00 PM

Brain Awareness Campaign Event

Walter E. Washington Convention Center: Hall E

Function Type: Workshop

Estimated Attendance: 200

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: NL200-A106

Contacts

Contact: Lisa Chiu

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

Set 12'x24'x24" stage and room per diagram

(1) Standing Lectern on stage

(1) 6' table on stage

Set front or room theater style for 36 - space the rows of chairs with extra room between, to allow for people to walk through the rows while others are sitting.

(1) Skirted 6' table & (1) Chair next to poster #1.

(1) Skirted 6' table & (1) Chair next to poster #42.

Place items below between poster area and the center of Hall E, per diagram.

(1) Skirted 6' table

(1) chair

(1) Easel

(2) Wastebasket at registration tables

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 3:00 PM

Note

This event will use 42 poster faces in back of seating per diagram.

Please provide push pins and dixie cups for the posters.

Rope & Stanchion to block access to posters.

*** Navy drape on stage for Video Recording***

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 1:00 PM

Note

(1) Data Video Projector

(1) Screen

(1) Switcher

Audio/Visual - Projection AV

Ready By:

Saturday, November 11, 2023 @ 1:30 PM

Note

(1) Microphone at lectern
(1) Floor mic
Computer audio required.

Sound Operator 2:00p.m. - 4:00p.m.

Computer - Atlantic Images & Sound - Computers

Ready By:

Saturday, November 11, 2023 @ 1:30 PM

Note

(1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Other - SfN

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

SfN staff to video record.

Saturday, November 11, 2023

3:00 PM- 5:00 PM

PDW: Escape From Academia-Alternative Careers: Is There Life After the PhD?

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

As set on Saturday, November 12 at noon

Saturday, November 11, 2023

3:00 PM- 5:00 PM

PDW: Practical Guide to Data Management and Sharing Mandates

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

As set on Saturday, November 11 at noon

Saturday, November 11, 2023

3:00 PM- 4:00 PM

SfNova Lecture: Ishmail Abdus-Saboor; Kanaka Rajan #LEC03

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

As set Saturday, November 11 at 10 a.m.

General Contractor - The Expo Group (TEG)

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

Add (1) Head table and (2) chairs to center of stage for this lecture only.
Remove at conclusion of this lecture.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 2:00 PM

Note

Add (2) Hand-held wireless microphones to the head table in the center of the stage - for this lecture only. Remove microphones at conclusion of this lecture.

Saturday, November 11, 2023

3:30 PM- 5:00 PM

Journal of Neuroscience Senior Editors Meeting

Walter E. Washington Convention Center: 304

Function Type: Meeting

Estimated Attendance: 13

Room Set: Conference

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: J-SP401-J804

Contacts

Contact: Vince Carmona

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:30 PM

Note

As set Thursday, November 9

Saturday, November 11, 2023

3:30 PM- 4:30 PM

Meet-the-Expert: Moser — My Journey to Find the Neural Basis of Space, Time, and Memory #MTE01

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:30 PM

Note

As set Saturday, November 11 at 1:30 p.m.

This session is expected to be very popular and is likely to require crowd control.

Saturday, November 11, 2023

3:30 PM- 4:30 PM

SfN, Canadian Assoc for Neuroscience, and Mexican Chapter Meeting

Walter E. Washington Convention Center: 305

Function Type: Meeting

Estimated Attendance: 15

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: CatBlack

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 2:30 PM

Note

As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:

Saturday, November 11, 2023 @ 3:15 PM

Note

PM Beverage Package @ \$14.00++ Per Person
Bottled Water, Sparkling Water, Soda, and Lemonade

Plus 24% service charge, SfN is tax exempt in DC

Saturday, November 11, 2023

5:15 PM- 6:30 PM

Presidential Special Lecture: New Genetic Therapies for Huntington's Disease and Other Neurodegenerative Diseases — Sarah J. Tabrizi #LEC04

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 4:15 PM

Note

As set Saturday, November 11 at 10 a.m.

Saturday, November 11, 2023

6:30 PM- 9:30 PM

Diversity, Int'l Fellows, TPDA, Early Career Policy Ambassador & FUN Poster Sessions & Career Development: A Networking Event

Walter E. Washington Convention Center: Hall A, Hall B, Hall C

Function Type: Posters

Estimated Attendance: 1500

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A166

Contacts

Contact: Cashen Almstead

Logistics

General Notes - SfN

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

Sat, Nov 11, 6:30pm - 8:30pm
Diversity Fellows, International Fellows, Early Careers,
Trainee Professional Development, FUN Poster Sessions

Sat, Nov 11, 7:30pm - 9:30pm
Career Development: A Networking Event, Sat, Nov 11, 7:30pm - 9:30pm

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

SfN staff to scan badges at the Concourse A and Concourse B escalators and stairs

SfN staff to hand out sponsor and session labels to pin to poster board.

Setup - Washington Convention Center

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

NETWORKING AREA
Set area per diagram
(28) Banquet rounds for 10 with table card holders
Please clean this area and replace table linens if needed by 6:00pm

General Contractor - The Expo Group (TEG)

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

(4) 6' skirted tables in Concourse A (2) and Concourse B (2) for Information and poster pins.
(4) 6' skirted tables at the bottom of escalators in Hall A (2) and Hall B (2) for information and poster pins.
Please also provide (3500 pins and 900 cups), place at the program pickup tables in Concourse A and B check-in.

NOTE: Poster sessions will use existing poster board numbers
(30/53) Poster Board Faces - FUN Session (Additional), using existing poster rows W - X
(422/449) Poster Board Faces - Trainee Prof. Dev. Awards Poster Session, using existing poster rows Y - PP
(30/48) Poster Board Faces - International Poster Session, using existing poster rows
(6/48) Poster Board Faces - Early Career Policy Ambassador Poster Session, using existing poster rows QQ - RR
Note: International and ECPA will share QQ - RR
(208/228) Poster Board Faces - Diversity Poster Session, using existing poster rows SS - WW
(116/130) Poster Board Faces - FUN Session, using existing poster rows XX - YY

(XX) 1M Boards (ordered separately) to be placed around the Poster Area, locations TBD

SEE DIAGRAM

At 5 pm, CAUTION TAPE and 8ft. DRAPE

Booth 1538 to Poster Row S (8ft. DRAPE)

Row S - Row V, also put tape at the break V16 - V17, and from V12 to the back wall (CAUTION TAPE)

NETWORKING AREA

3' drape around the 28 rounds with 2 openings.

(1) chair at each opening of the 3' drape

Remove pipe and drape & rope and stanchion after these sessions end.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

(1) Handheld Wireless Microphone for the Networking Area - at 28 banquet rounds.

Other - Lincoln Security

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

Security around the exhibit hall in the XXX-XXX

Note: Caution tape will be around the perimeter of the hall.

Attendees are not permitted in the exhibit area.

Security request is posted on the security schedule

Security from 6:00 pm - 10:00 pm

Food And Beverage - Aramark - WCC

Ready By:

Saturday, November 11, 2023 @ 6:00 PM

Note

(2) cases of bottled water, please deliver at 6 pm to the check in desk at the base of the escalator going into Hall A.

Saturday, November 11, 2023

6:30 PM- 9:30 PM

g.tec BCI Workshop

Walter E. Washington Convention Center: 103A, 103B

Function Type: Satellite
Estimated Attendance: 50
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Sharon Bowles
Post: Yes
Cost Center: A-MA200-A701

Contacts

Contact: Sharon Bowles

Alt Contact: Christoph Guger
Organizer Email: guger@gtec.at

Logistics

Setup - Washington Convention Center

Ready By:
Saturday, November 11, 2023 @ 5:30 PM

Note
As set Saturday, November 11 at 1:30 p.m.

Satellite organizer also requests the following items:
(1) Skirted registration table with (2) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Friday, November 10, 2023 @ 5:30 PM

Note
As set Saturday, November 11 at 1:30 p.m.

Satellite organizer will use the following existing items:
(1) Screen, set per diagram
(1) Cart

Note: Organizer will bring his own projector

Audio/Visual - Projection AV

Ready By:
Saturday, November 11, 2023 @ 5:30 PM

Note
As set Saturday, November 11 at 1:30 p.m.

Satellite organizer will use the following items:
(1) Lectern microphone
(1) Head table microphone
(1) DI under 6' table for computer

Food And Beverage - Aramark - WCC

Ready By:
Saturday, November 11, 2023 @ 5:30 PM

Note

Please contact the organizer directly for food and beverage requirements. Organizer will pay Aramark directly for all f/b costs.

Sunday, November 12, 2023- Wednesday, November 15, 2023

8:00 AM- 6:00 PM

Exhibitor Lounge

Walter E. Washington Convention Center: Show Office A

Function Type: Exhibits

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: MO-200-A705

Contacts

Contact: Allison Burns

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

Provide rounds and chairs per diagram.

(2) 6ft. draped tables for Food & Beverage Station

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Other - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 5:00 PM

Note

Please monitor room on a regular basis to empty trash cans.

Vacuum room every day between 5:00 p.m. - 5:30 p.m. beginning Thursday, November 10 - Wednesday, November 15, room is locked at 6:00 p.m.

****Remain as set through Wednesday, November 15 at 8:00pm****

Food And Beverage - Aramark - WCC

Ready By:

Thursday, November 9, 2023 @ 8:00 AM

Note

(1) Water cooler with disposable cups. Replenish as needed throughout the week.

****Remain as set through Wednesday, November 16 at 6:00 p.m.****

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

Beverage to be provided on show days only, Sunday - Wednesday. Do not refresh without permission from the Exhibit Management team (Allison or Jennifer, Show Office B)

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas

COFFEE, \$74.00 per gallon

TEA, \$74.00 per gallon

Plus 24% service charge, SfN is tax exempt in DC

Morning service 8:30 am
Serve the following each morning:
(17) Gallons of regular coffee
(3) Gallons of decaf coffee
(4) Gallons of tea

Mid-morning service 10:30 am
(7) Gallons of regular coffee
(1) Gallons of decaf coffee
(2) Gallons of tea

Afternoon service 3:00 pm
(17) Gallons of regular coffee
(3) Gallons of decaf coffee
(4) Gallons of tea (gallon)

NOTE: Please have room cleaned by 5:30 pm each evening. Room is locked at 6 pm.

Sunday, November 12, 2023

8:00 AM- 11:00 AM

Learning and Memory #NANO19

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 10:00 AM

Maintaining and Modulating Attention Across Species #NANO18

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 11:00 AM

Molecular and Cellular Mechanisms of Ischemia #NANO15

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 9:45 AM

Molecular, Structural, and Network Changes Across the Lifespan #NANO13

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 10:30 AM

Network Analysis and Modeling #NANO20

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 11:15 AM

Neural Circuit Development and Plasticity: Novel Mechanisms and Approaches #NANO11

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 10:00 AM

Neuropeptides, Cytokines, Growth Factors, and Other Signaling Molecules #NANO12

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023- Tuesday, November 14, 2023

8:00 AM- 3:00 PM

Press Conference

Walter E. Washington Convention Center: 202B

Function Type: Other

Estimated Attendance: 52

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-NL200-P150

Contacts

Contact: Matt Windsor

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

Press conferences will be held Sunday - Tuesday. The schedule will be available closer to the meeting.

Sunday, November 12, 2023

8:00 AM- 10:00 AM

Psychostimulants, Drug-Seeking, and Underlying Mechanisms #NANO17

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 11:30 AM

Synaptic and Circuit Mechanisms Underlying Alzheimer's Disease #NANO14

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:00 AM- 11:30 AM

**The Functional Organization and Plasticity of the Ventral Stream of the Visual System #NANO1
#NANO16**

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

8:30 AM- 9:30 AM

Society for Neuroscience & Federation of European Neuroscience

Walter E. Washington Convention Center: 304

Function Type: Meeting

Estimated Attendance: 15

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: CatBlack

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 7:30 AM

Note

As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

Deluxe Continental Breakfast @ \$24.00++ per person

Apple, Cranberry and Orange Juices

Buttery Croissants, Muffins and Danish

Fruit Preserves, Honey and Sweet Butter

Seasonal Sliced Fruit and Berries

Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and

Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

9:00 AM- 10:00 AM

Ask Anything - MacVicar

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

SET PER DIAGRAM

Rounds (crescent) for 30

(1) Draped cocktail round

(1) 6' Draped registration table with (3) chairs

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(3) Stools

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Audio/Visual - Projection AV

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

(3) Wireless lavalier microphones

****Remain as set through Wednesday, November 15 at 6:00 p.m.****

Other - Lincoln Security

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

Note: also on Security Schedule

Sunday 8:30am - 5:30pm

Monday 8:30am - 5:30pm (9/27/23: only 2:00pm - 3:pm, confirmed)

Capacity session, only those registered permitted in session.

****Remain as set through Monday, November 15 at 6:00 p.m.****

Sunday, November 12, 2023- Wednesday, November 15, 2023

9:00 AM- 5:00 PM

Exhibits Open

Walter E. Washington Convention Center: Hall A, Hall B, Hall C

Function Type: Exhibits

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MO200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 AM

Note

Sunday, Nov. 12 - Wednesday, Nov. 15 - 9:30am - 5:00pm

Sunday, November 12, 2023

9:00 AM- 10:00 AM

Meet-the-Expert: Jarvis — Cultural Influences on the Way to Do and Interpret Our Science #MTE02

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Sunday, November 12, 2023

9:00 AM- 11:00 AM

PDW: Pursuing the Start Up Dream: Career Journeys of Neuroscientists Turned Neurotech Founders

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Saturday, November 11 at noon

Sunday, November 12, 2023

9:00 AM- 10:00 AM

Special Lecture: The Operational Principles of Neuron-Microglia Circuits — Anne Schaefer #LI #LEC05

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

9:30 AM- 11:00 AM

Brainfacts.org Editorial Board

Walter E. Washington Convention Center: 209C

Function Type: Meeting
Estimated Attendance: 20
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-NL300-G130

Contacts

Contact: Juliet Beverly

Logistics

General Notes - SfN

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM
(1) Screen
(1) Data Projector with Cart
(15) Push to talk table microphones
(2) Flip Charts

Telecom - Smart City - WCC

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM (1) wired internet drop on the SfN Staff VLAN

Computer - Atlantic Images & Sound - Computers

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

Food And Beverage - Aramark - WCC

Ready By: Note
Sunday, November 12, 2023 @ 9:15 AM Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas @ \$74.00++ per gallon
(1) Dozen Muffins @ \$60.00++ per dozen
(1) Dozen Scones \$54.00++ per dozen

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

9:30 AM- 12:00 PM

Circuits and Systems Underlying Altered Social and Sensory Behaviors in Autism Spectrum Disorder #MIN07

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Sunday, November 12, 2023

9:30 AM- 12:00 PM

Neural and Genetic Mechanisms of Behavioral Evolution #SYM04

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Sunday, November 12, 2023

9:30 AM- 12:00 PM

Presynaptic Protein Synthesis in Brain Function and Disease #SYM03

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023- Wednesday, November 15, 2023

9:30 AM- 5:00 PM

SfN Booth - #1303

Walter E. Washington Convention Center

Function Type: Exhibits

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: Yes

Cost Center: A-MK200-A108

Logistics

General Notes - The Expo Group (TEG)

Ready By:

Wednesday, November 8, 2023 @ 2:00 PM

Note

SfN Store - Display Area:

Store counter and cabinet should have lockable glassed-in shelves with display lighting.

Please make the top of the counter glass

(2) High stools

(2) Wastebaskets

(2) Bag holder stands – is it possible to have small signs attached to the bag stands that say “One Bag Per Person”

(2) Mannequins – headless torsos

(4) Shelves installed on back and side wall of booth, behind store counter (2 rows per wall)

SfN Store - Checkout Area:

* Facing the back of the hall

Rope and stanchion - placed in front of the Checkout counter. Please discuss specific placement with Cynthia Fischer onsite.

(4) High stools

(1) Wastebasket

Scientific Publications:

* Facing 1500 aisle

(3) High stools

(1) Accordion literature stand

(1) Wastebasket

Small counter with glassed-in shelves with display lighting.

Meet-the-Editors:

Note: There are no mounted screens on the archs again this year, please ensure the graphics cover the entire structure.

(2) Journal distribution bins

(3) High cocktail rounds

(6) High stools – 2 at each table

(1) Bench

(1) Wastebasket

Membership:

(3) High stools

(1) Wastebasket

Small counter with glassed-in shelves with display lighting.

Information:

(3) High Stools

(1) Wastebasket

Small counter with glassed-in shelves with display lighting.

Center of Tower:

(3) Tall bookcases/shelving units (for store inventory)

(3) 6' tables (for computers)

(3) Chairs

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 2:00 PM

Note

- Please ensure that all counters/cabinets include shelving underneath for storage.
- Please ensure all cabinets can be locked.
- Please note which cabinets are glass (with display lighting), as diagrammed on rendering. – Cynthia, please indicate on rendering.
- Install carpet and extra padding per diagram ONLY AFTER internet and video cables are in place. (SfN staff to arrive by Monday, November 6 at 9:00 AM for internet cable placement.)

Hanging Signs:

Membership - facing front of hall

Checkout – facing back of hall

Information – facing 1300 aisle

Scientific Publications – two lines of text, use logos for publications - facing 1500 aisle

Line 1 – Scientific Publications

Line 2 (logos) - JNeurosci eNeuro

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, November 10, 2023 @ 12:00 PM

Note

Please send network cable in advance to SfN's office, by 10/23/2023.

Send to Harjit Jathoul.

Order for cables:

(2) 25' cables

(2) 50' cables

8 or 12 port switch (unmanaged)

Note: We do not need any monitors bracketed to the structure.

Membership

(3) laptops w/ mouse, 2 USB ports

(3) Lay flat monitors – 19” flat panel monitor w/privacy screen -- to be laid flat on the counter

Laptop needs Protech UX, Adobe Acrobat

- ALL computers require: Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Electrical - Hi-Tech Electric

Ready By:
Wednesday, November 8, 2023 @ 2:00 PM

Note
NOTE: SfN will provide its own power strips.

Membership
(2) 120v 20 amp drops, as diagrammed

Information
(1) 120v 20 amp drops, as diagrammed

SfN Store – Checkout Area
(2) 120v 20 amp drops, as diagrammed

SfN Store – Display Area
(3) 120v 20 amp drops, as diagrammed

Scientific Publications
(1) 120v 20 amp drop, as diagrammed

Center of Tower
(2) Quad boxes in the large center tower

Telecom - Smart City - WCC

Ready By:
Monday, November 6, 2023 @ 9:00 AM

Note
22-24 IP addresses required, please advise how many are provided per VLAN.
(1) drop on the SfN Staff VLAN labelled SfN Booth (in center tower)
(1) drop on the Membership Sales VLAN labelled Membership & Store (in center tower)

• Must be in place by 9:00 AM Monday, November 6, in order to run cables before the carpet is laid.

Other - Convention Data Services (CDS)

Ready By:
Friday, November 10, 2023 @ 12:00 PM

Note
Lead Retrieval for the SfN booth is included in the order from Stephanie Embrey.

Food And Beverage - Aramark - WCC

Ready By:
Friday, November 10, 2023 @ 12:00 PM

Note
(1) Water cooler with disposable cups and replenish as needed. Place inside the center tower.

Sunday, November 12, 2023- Wednesday, November 15, 2023

9:30 AM- 5:00 PM

SfN Photo Booth - #1304

Walter E. Washington Convention Center

Function Type: Exhibits

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: Yes

Cost Center: A-MK200-A108

Contacts

Contact: Cynthia Fisher

Logistics

General Notes - SfN

Ready By:

Friday, November 10, 2023 @ 5:00 PM

Note

Booth 1304 - 10 x 20

green screen, ipad and stand provided by rental company

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) 10 x 20 gray carpet with extra padding.

(2) High stools

(1) 6' draped table - white top, gray skirt

Rope & stanchion – half the amount that is provided for the main store.

Electrical - Hi-Tech Electric

Ready By:

Wednesday, November 8, 2023 @ 2:00 PM

Note

(1) 120v 20 amp drop - located near the dividing drape w/ booth 1300.

Telecom - Smart City - WCC

Ready By:

Wednesday, November 8, 2023 @ 2:00 PM

Note

(1) drop on the SfN Staff VLAN - located near the dividing drape w/ booth 1300.

Sunday, November 12, 2023

9:30 AM- 12:00 PM

The Integrative Action of the Locomotor System: From Initiation to Execution #MIN06

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

9:30 AM- 12:00 PM

The Paraventricular Nucleus of the Thalamus (PVT) as a Mediator #MIN05

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

9:30 AM- 11:30 AM

Trainee Advisory Committee

Walter E. Washington Convention Center: 209A

Function Type: Meeting
Estimated Attendance: 20
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-OV200-M855

Contacts

Contact: MariaNajjar

Logistics

General Notes - SfN

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Sunday, November 12, 2023 @ 8:30 AM (1) Screen
(1) Data Projector with Cart
(12) Push to talk table microphones

Food And Beverage - Aramark - WCC

Ready By: Note
Sunday, November 12, 2023 @ 9:00 AM Deluxe Continental Breakfast @ \$24.00++ per person
Apple, Cranberry and Orange Juices
Buttery Croissants, Muffins and Danish
Fruit Preserves, Honey and Sweet Butter
Seasonal Sliced Fruit and Berries
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

9:30 AM- 12:00 PM

Voltage Imaging: New Horizons in Optical Physiology #SYM05

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

10:00 AM- 12:00 PM

Government & Public Affairs Committee

Walter E. Washington Convention Center: 209B

Function Type: Meeting
Estimated Attendance: 32
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-AT200-M603

Contacts

Contact: Katherine Bloom

Logistics

General Notes - SfN

Ready By: Note
Sunday, November 12, 2023 @ 9:00 AM As set Thursday, November 9

Setup - Washington Convention Center

Ready By: Note
Sunday, November 12, 2023 @ 9:00 AM (3) perimeter chairs for staff

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Sunday, November 12, 2023 @ 9:00 AM (1) Screen
(1) Data Projector with Cart
(15) Push to talk table microphones

Computer - Atlantic Images & Sound - Computers

Ready By: Note
Sunday, November 12, 2023 @ 9:00 AM (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

Food And Beverage - Aramark - WCC

Ready By: Note
Sunday, November 12, 2023 @ 9:45 AM Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas @ \$74.00++ per gallon
(2) Dozen Muffins @ \$60.00++ per dozen
(2) Dozen Scones \$54.00++ per dozen

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

10:30 AM- 11:30 AM

Special Lecture: Seeing Is Believing — Jinhyun Kim #LEC06

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 9:30 AM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

10:30 AM- 12:00 PM

Targeting Axon Degeneration in Peripheral Neuropathies #BTCR01

Walter E. Washington Convention Center: 206

Function Type: Workshop

Estimated Attendance: 300

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

Setup - Washington Convention Center

Ready By:

Thursday, November 9, 2023 @ 10:00 AM

Note

(1) Set stage per diagram.
Skirted Head table with (5) chairs

Set room theater style for (300)
(1) Standing lectern with light stage right

(1) Skirted 6'x30" table and (1) chair for AV tech table per diagram

Lights: preset room lights out over screen

Ice water and cups at standing lectern and head table

****Remain as set through Wednesday, November 15 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

(1) 6' x 18"x 42" table, white top/black skirt set perpendicular between head table and standing lectern.

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Sunday, November 12, 2023 @ 9:30 AM

Note

(1) Screens, set per diagram
(1) Data/video projectors w/cart
(1) 4x1 Switchers
(1) Laser Pointer
(1) Projectionist
(1) Digital Timer

****Remain as set through Wednesday, November 15 at 5 pm****

Audio/Visual - Projection AV

Ready By:
Sunday, November 12, 2023 @ 9:30 AM

Note
(1) Lectern microphone
(2) Table microphones handheld wireless in stand at head table
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, November 15 at 5 pm****

Electrical - Hi-Tech Electric

Ready By:
Thursday, November 9, 2023 @ 10:00 AM

Note
(1) drop at projector
(1) drop at lectern

****Remain as set through Wednesday, November 15 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Sunday, November 12, 2023 @ 9:30 AM

Note
(2) Laptop computers with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.
(1) Laptop placed at Podium.
(1) Laptop and (1) Computer Mouse placed at Head Table.

****Remain as set through Wednesday, November 15 at 5 pm****

Sunday, November 12, 2023

11:00 AM- 12:00 PM

Ask Anything - Ruffin

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 8:00 am

Setup - Projection AV

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 8:00 am

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 9, 2023 @ 12:00 PM

Note

As set on Sunday, November 12 at 8:00 am

Other - Lincoln Security

Ready By:

Sunday, November 12, 2023 @ 8:30 AM

Note

Note: also on Security Schedule

Sunday 8:30am - 5:30pm

Monday 8:30am - 5:30pm (9/27/23: only 2:00pm - 3:pm, confirmed)

Capacity session, only those registered permitted in session.

Sunday, November 12, 2023

11:00 AM- 12:00 PM

Meet-the-Expert: Picciotto — Stress-Induced Acetylcholine Signaling in Affective Behaviors #MTE03

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 10:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Sunday, November 12, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Estimated Attendance: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Sunday, November 12, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74 per gallon
Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:

Lunch @ \$36.00+ per person

Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu #5

Macaroni Salad

Cornmeal Dusted Baked Catfish

Southern Meatloaf with Bacon Tomato Gravy Brown Butter Mashed Potatoes

Sautéed Green Beans with Shallots

Sweet Potato Pie

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

12:00 PM- 2:00 PM

PDW: How I Survived Grad School: Perspectives from Black in Neuro

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 11:00 AM

Note

As set on Saturday, November 11 at noon

Sunday, November 12, 2023

12:00 PM- 2:00 PM

PDW: Make a Greater Impact Using Clear and Accessible Scientific Writing

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 11:00 AM

Note

As set on Saturday, November 11 at noon

Sunday, November 12, 2023

12:00 PM- 1:00 PM

Special Lecture: The Neurobiology of Social Interaction — Camilla Bellone #LEC07

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 11:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

1:00 PM- 3:45 PM

Neural Coding, Perception, and Plasticity #NANO24

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 2:45 PM

Addictive Drugs: Cell Signaling, Circuitry, and Neurophysiology #NANO27

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:45 PM

Imaging and Assessment of Stroke Damage #NANO23

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 2:00 PM

Meet-the-Expert: Rajan — The Allure of Computational Neuroscience #MTE04

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1:30 p.m.

Sunday, November 12, 2023

1:00 PM- 4:30 PM

Motivation—Social Communication and Behavior #NANO26

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 2:45 PM

Neural Circuits and Mechanisms of Language and Cognition #NANO29

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:00 PM

Neural Decoding and Neuroprosthetics #NANO25

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 4:30 PM

Neural Mechanisms of Decision-Making #NANO28

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:15 PM

Neuroinflammation and Microglia #NANO22

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:30 PM

Neuronal Differentiation in Health and Disease #NANO21

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:30 PM

Probe Design and Engineering #NANO30

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Sunday, November 12, 2023

1:00 PM- 3:00 PM

Professional Development Committee

Walter E. Washington Convention Center: 209B

Function Type: Meeting
Estimated Attendance: 30
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-AT200-M457

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By: Note
Sunday, November 12, 2023 @ 12:00 PM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Sunday, November 12, 2023 @ 12:00 PM (1) Screen
(1) Data Projector with Cart
(15) Push to Talk Microphones

Computer - Atlantic Images & Sound - Computers

Ready By: Note
Sunday, November 12, 2023 @ 12:00 PM (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

Food And Beverage - Aramark - WCC

Ready By: Note
Sunday, November 12, 2023 @ 11:45 AM Mediterranean Lunch Buffet @ \$48.00++ per person
Caesar Salad with Garlic Croutons, Parmesan Cheese, Caesar Dressing, EVOO and Balsamic Vinegar
Tuscan Kale Salad with Cannellini Beans, Tomatoes and Basil
Marinated Squash Salad with Eggplant Caponata
Caprese Salad with EVOO and Fresh Basil
Focaccia and Garlic Bread Sticks
Penne Pasta Puttanesca with Tomatoes, Roasted Peppers, Olives and Capers
Grilled Chicken with Artichokes, Lemon Garlic Sauce
Tiramisu and Mocha Cannoli
Iced Tea, Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Sunday, November 12, 2023

1:00 PM- 2:00 PM

Society for Neuroscience & International Brain Research Organization

Walter E. Washington Convention Center: 304

Function Type: Meeting
Estimated Attendance: 15
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-OV200-P210

Contacts

Contact: CatBlack

Logistics

General Notes - SfN

Ready By: Sunday, November 12, 2023 @ 1:00 PM	Note As set Thursday, November 9
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Food And Beverage - Aramark - WCC

Ready By: Sunday, November 12, 2023 @ 12:45 PM	Note Traditional Box Lunch @\$34.00++ per person Selection of sandwiches: <ul style="list-style-type: none">• Asiago Turkey Sandwich• Roast Beef and Cheddar Cheese• Tuna Wrap Includes potato chips, whole fruit, cookie, condiments and bottled water. Please provide a soda option. All prices are subject to 24% service charge and SfN is tax exempt in the District
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Sunday, November 12, 2023

1:30 PM- 3:00 PM

Dual Perspectives - Alzheimer's Targeted Treatments #DUP01

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:30 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Sunday, November 12, 2023

1:30 PM- 2:30 PM

Special Lecture: Reframing Neuronal Coordination — Andre Fenton #LEC08

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 12:30 PM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

2:00 PM- 3:00 PM

Ask Anything - Roche

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 9 am

Sunday, November 12, 2023

2:00 PM- 4:30 PM

Common Mechanisms of Learning in Motor and Cognitive Systems #SYM06

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

2:00 PM- 4:30 PM

Cracking the Wiring Codes for Synaptic Specificity, Circuit Formation, and Function #MIN09

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Sunday, November 12, 2023

2:00 PM- 4:30 PM

Leveraging Intrinsic and Extrinsic Neuronal Mechanisms #MIN11

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

2:00 PM- 4:30 PM

Listening to the Data #MIN10

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

2:00 PM- 4:30 PM

Understanding the Role of Astrocytes in Regulation of Complex Behavior #MIN08

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Sunday, November 12, 2023

3:00 PM- 4:30 PM

Gruber Lecture: The Emotional Brain — Huda Akil #LEC09

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 2:00 PM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

4:00 PM- 5:00 PM

Ask Anything - Poe

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 9 am

Sunday, November 12, 2023

5:15 PM- 6:30 PM

Presidential Special Lecture: Cell Biology at the Synapse — Erin M. Schuman #LEC10

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 4:15 PM

Note

As set Saturday, November 11 at 10 a.m.

Sunday, November 12, 2023

6:30 PM- 7:30 PM

Journals Social Hour

Walter E. Washington Convention Center: 208A, 208B

Function Type: Reception

Estimated Attendance: 100

Room Set: Reception

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: J-SP401

Contacts

Contact: Blythe Alexander

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 5:30 PM

Note

For the Coding; split 70/30:

J-SP401

J-SP451

Setup - Washington Convention Center

Ready By:

Sunday, November 12, 2023 @ 5:30 PM

Note

Set reception style with a combination of high and low cocktail rounds with chairs and seating for 50.

(1) Easel- outside the room

Food And Beverage - Aramark - WCC

Ready By:

Sunday, November 12, 2023 @ 6:00 PM

Note

Farmers Market for (35) \$16.00++ per person

House-made Ricotta with Sea Salt and Lemon

Tomato Bruschetta with EVOO

Roasted Garlic Hummus

Seasonal Vegetables with Cucumber Yogurt Dip

Pita Chips, Flat Bread Crackers and French Baguettes

Local & International Cheeses for (35) @ \$14.00++ per person

Dutch Gouda, French Brie, Local Goat, Sage Derby, Virginia Cheddar,

House Made Ricotta with Sea Salt and Lemon and Maryland Blue Cheese

Water Crackers and Sliced French Bread

Grapes, Dried Fruits and Fig Compote

Mexican Street Tacos for (75) @ \$18.00++ per person

Adobe Marinated Slow Roasted Pork Shoulder

Garlic-Lime Chicken with Roasted Poblano Peppers

Caramelized Chayote and Squash

Pico de Gallo, Radish Jalapeño Salad,

Queso Fresco and Flour Tortilla

Mashed Potato Martini Bar for (75) @ \$14.00++ per person
Truffled Yukon Gold Whipped Potatoes
Cheddar Cheese, Scallions, Bacon, Broccoli, Sour Cream, Onion Straws and
Beef Gravy

Apple and Spice Brined Turkey Breast Carving Station for (75) @ \$20.00++
per person
Green Bean Salad
Creole Mustard
Artisan Rolls

Hosted Bar Charged on Consumption
Standard Wine @ \$10.00++ per serving
Domestic Beer @ \$8.00++ per serving
Imported Beer @ \$9.00++ per serving
Soft Drinks @ \$5.50++ per serving
Bottled Water @ \$4.50++ per serving
Sparkling Water @ \$5.00++ per serving

Plus 24% service charge, Sfn is tax exempt in DC

Monday, November 13, 2023

7:30 AM- 9:00 AM

Donor & Volunteer Recognition Breakfast

Walter E. Washington Convention Center: Salon F

Function Type: Other

Estimated Attendance: 125

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-DV200-A150

Contacts

Contact: Brian Barker

Logistics

Setup - Washington Convention Center

Ready By: Note
Monday, November 13, 2023 @ 6:00 AM (1) Lectern

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Monday, November 13, 2023 @ 6:30 AM (1) Screen
(1) Data Projector with Cart

Audio/Visual - Projection AV

Ready By: Note
Monday, November 13, 2023 @ 6:30 AM (1) Lectern Microphone

Food And Beverage - Aramark - WCC

Ready By: Note
Monday, November 13, 2023 @ 7:00 AM Deluxe Continental Breakfast @ \$24.00++ per person
Apple, Cranberry and Orange Juices
Buttery Croissants, Muffins and Danish
Fruit Preserves, Honey and Sweet Butter
Seasonal Sliced Fruit and Berries
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

7:30 AM- 9:30 AM

Public Education & Communications Committee (PECC)

Walter E. Washington Convention Center: 209A

Function Type: Meeting
Estimated Attendance: 28
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-NL200-M652

Contacts

Contact: Matt Windsor

Logistics

General Notes - SfN

Ready By: Note
Monday, November 13, 2023 @ 6:30 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Monday, November 13, 2023 @ 6:30 AM (1) Screen
(1) Data Projector with Cart
(15) Push to talk table microphones
Computer Audio

Food And Beverage - Aramark - WCC

Ready By: Note
Monday, November 13, 2023 @ 7:00 AM Hot Breakfast Buffett @ \$32.00++ per person
Apple, Cranberry and Orange Juices
Seasonal Sliced Fruit and Berries
Assorted Freshly Baked Pastries and Muffins
Fruit Preserves, Honey and Sweet Butter
Applewood Smoked Bacon and Pork Sausage
Cage Free Scrambled Eggs with Salsa and Cheddar Cheese
Home-Fried Potatoes
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

8:00 AM- 10:45 AM

Alzheimer's Disease: Neuroinflammation and Immune Actions: In Vivo Models #NANO33

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:15 AM

Catecholamines and Purines #NANO32

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:45 AM

Chronic Pain #NANO35

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:00 AM

Circuits and Neural Mechanisms for Social Behavior #NANO39

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 9:30 AM

Control of Ingestion #NANO37

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 9:45 AM

Development of Sensory Systems #NANO31

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:00 AM

eNeuro Editorial Board Meeting

Walter E. Washington Convention Center: 149A, 149B

Function Type: Meeting

Estimated Attendance: 45

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: J-SP451-J804

Contacts

Contact: Haley Huchler

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

(1) Screen

(1) Data Projector with Cart

Audio/Visual - Projection AV

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

(1) Lectern Microphone

(2) Handheld Microphones

Food And Beverage - Aramark - WCC

Ready By:

Monday, November 13, 2023 @ 7:45 AM

Note

Deluxe Continental Breakfast @ \$24.00++ per person

Apple, Cranberry and Orange Juices

Buttery Croissants, Muffins and Danish

Fruit Preserves, Honey and Sweet Butter

Seasonal Sliced Fruit and Berries

Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and

Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

8:00 AM- 10:45 AM

Microglial Roles in Alzheimer's Disease #NANO34

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:00 AM

Opioids: Circuitry, Neurophysiology, and Addiction #NANO38

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:15 AM

Respiratory Rhythm #NANO36

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:00 AM- 10:45 AM

Software Tools, Databases: Scientific and Social Impact #NANO40

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

8:30 AM- 10:30 AM

Neuroscience Training Committee

Walter E. Washington Convention Center: 209B

Function Type: Meeting
Estimated Attendance: 30
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-AT200-M472

Contacts

Contact: Ambika Mathur

Logistics

General Notes - SfN

Ready By: Note
Monday, November 13, 2023 @ 7:30 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Monday, November 13, 2023 @ 7:30 AM (1) Screen
(1) Data Projector with Cart
(15) Push to talk table microphones

Computer - Atlantic Images & Sound - Computers

Ready By: Note
Monday, November 13, 2023 @ 7:30 AM (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports

Food And Beverage - Aramark - WCC

Ready By: Note
Monday, November 13, 2023 @ 8:00 AM Hot Breakfast Buffett @ \$32.00++ per person
Apple, Cranberry and Orange Juices
Seasonal Sliced Fruit and Berries
Assorted Freshly Baked Pastries and Muffins
Fruit Preserves, Honey and Sweet Butter
Applewood Smoked Bacon and Pork Sausage
Cage Free Scrambled Eggs with Salsa and Cheddar Cheese
Home-Fried Potatoes
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023- Wednesday, November 15, 2023

9:00 AM- 5:00 PM

Donor & Volunteer Lounge

Walter E. Washington Convention Center: Salon F

Function Type: Other

Estimated Attendance: 25

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-DV200-A150

Contacts

Contact: Katie Collins

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Monday, November 13, 2023 @ 9:00 AM

Note

Beverage Service:

Beverage service required Monday - Wednesday

Beverages to be set all day:

NOTE: VIP ROOM - please check room frequently throughout the day to ensure beverages do not run out

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$74.00++ per gallon

BOTTLED WATER \$4.50 each, charged on consumption

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

9:00 AM- 10:00 AM

History of Neuroscience: Making Herstory: One Black Woman's Unconventional Journey #LEC #LEC11

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Monday, November 13, 2023

9:00 AM- 10:00 AM

Hold for Ask Anything - Rosa Molinar

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

This event is currently tentative. Updates or a cancellation will come with the first event updates later in October.

As set on Sunday, November 12 at 9 am

Monday, November 13, 2023

9:00 AM- 10:00 AM

Meet-the-Expert: Chiappe — Go With the Visual Flow: An Experimentalist's Path to Understanding Movement Control #MTE05

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Monday, November 13, 2023

9:00 AM- 11:00 AM

PDW: Building Up the Nerve to Develop Your NIH Training Application

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

9:00 AM- 11:00 AM

PDW: Ensuring All Your Students Know They Belong in Neuroscience

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

9:30 AM- 12:00 PM

2A and Beyond! Psychedelic Action at the 5-HT2A and Other Receptors #MIN14

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

9:30 AM- 12:00 PM

Building Bridges Across Chemistry and Neuroscience #MIN13

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Monday, November 13, 2023

9:30 AM- 11:30 AM

Global Membership Committee

Walter E. Washington Convention Center: 209C

Function Type: Meeting
Estimated Attendance: 21
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-OV200-M406

Contacts

Contact: MariaNajjar

Logistics

General Notes - SfN

Ready By: Note
Monday, November 13, 2023 @ 8:30 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Monday, November 13, 2023 @ 8:30 AM (1) Screen
(1) Data Projector with Cart
(12) Push to Talk Microphones

Food And Beverage - Aramark - WCC

Ready By: Note
Monday, November 13, 2023 @ 9:00 AM Deluxe Continental Breakfast @ \$24.00++ per person
Apple, Cranberry and Orange Juices
Buttery Croissants, Muffins and Danish
Fruit Preserves, Honey and Sweet Butter
Seasonal Sliced Fruit and Berries
Freshly Brewed Coffee, Decaffeinated Coffee, Assorted Hot Tea, Dairy and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

9:30 AM- 12:00 PM

Memory and Timing: The Shared Neural Encoding #SYM07

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Monday, November 13, 2023

9:30 AM- 12:00 PM

Neuronal Bases of Adult-Newborn Relationships #SYM08

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

9:30 AM- 12:00 PM

Novel Mechanisms of Endolysosomal Function in Health and Disease #MIN15

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

9:30 AM- 12:00 PM

Olfaction and Psychiatric Disorders #MIN12

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

10:30 AM- 11:30 AM

Clinical Neuroscience Lecture: Translational OCD Research — Carolyn Rodriguez #LEC12

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 9:30 AM

Note

As set Saturday, November 11 at 10 a.m.

Monday, November 13, 2023

10:30 AM- 12:00 PM

The Long Haul: Brain Dysfunction After Acute Illness #BTCR02

Walter E. Washington Convention Center: 206

Function Type: Workshop

Estimated Attendance: 300

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 9:30 AM

Note

As set on Sunday, November 12, 10:30 a.m.

Monday, November 13, 2023

11:00 AM- 12:00 PM

eNeuro Advisory Board

Walter E. Washington Convention Center: 304

Function Type: Meeting

Estimated Attendance: 10

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: J-SP451-J804

Contacts

Contact: Haley Huchler

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 10:00 AM

Note

As set Thursday, November 9

Monday, November 13, 2023

11:00 AM- 12:00 PM

Hold for Ask Anything - Haber

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

This event is currently tentative. Updates or a cancellation will come with the first event updates later in October.

As set on Sunday, November 12 at 9 am

Monday, November 13, 2023

11:00 AM- 12:00 PM

Meet-the-Expert: Osumi — Networking, Mentoring, and Diversity in Neuroscience #MTE06

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 10:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Monday, November 13, 2023

11:00 AM- 12:00 PM

NSP Advisory Board

Walter E. Washington Convention Center: 305

Function Type: Meeting
Estimated Attendance: 14
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: G-AT300-G309

Contacts

Contact: Cashen Almstead

Logistics

General Notes - SfN

Ready By: Monday, November 13, 2023 @ 10:00 AM	Note As set Thursday, November 9
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Audio/Visual - Atlantic Images & Sound - AV

Ready By: Monday, November 13, 2023 @ 10:00 AM	Note (1) Screen (1) Projector
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Computer - Atlantic Images & Sound - Computers

Ready By: Monday, November 13, 2023 @ 10:00 AM	Note (1) Laptop computer with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports
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Food And Beverage - Aramark - WCC

Ready By: Monday, November 13, 2023 @ 10:30 AM	Note Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas @ \$74.00++ per gallon (2) Dozen Muffins @ \$60.00++ per dozen Plus 24% service charge, SfN is tax exempt in DC
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Monday, November 13, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Set For: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Monday, November 13, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74 per gallon
Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:

Lunch @ \$36.00+ per person

Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu #2

Taco and Fajita Bar with Choice of Grilled Beef and Sliced Chicken
Shredded Lettuce, Diced Tomatoes, Chopped Onions, Black Olives,
Shredded Jack & Cheddar Cheese

Salsa Fresca, Guacamole, Sour Cream and Refried Beans

Warm Soft Flour Tortillas

Spanish Rice

Assorted Cookies and Brownies

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

12:00 PM- 2:00 PM

PDW: Neuroethics From the Bench to the Classroom

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 11:00 AM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

12:00 PM- 2:00 PM

PDW: Teach Neuroscience: New Approaches to Electrophysiology Labs

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 9:00 AM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

12:00 PM- 3:00 PM

Scientific Publications Committee

Walter E. Washington Convention Center: 209A

Function Type: Meeting
Estimated Attendance: 16
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: J-SP200-M801

Contacts

Contact: Blythe Alexander

Logistics

General Notes - SfN

Ready By: Note
Monday, November 13, 2023 @ 11:00 AM As set Thursday, November 9

Audio/Visual - Atlantic Images & Sound - AV

Ready By: Note
Monday, November 13, 2023 @ 11:00 AM (1) Screen
(1) Data Projector with Cart
(10) Push to Talk Microphones

Food And Beverage - Aramark - WCC

Ready By: Note
Monday, November 13, 2023 @ 11:45 AM Latin Spice Lunch Buffet @ \$52.00++ per Person
Hearts of Romaine with Black Beans, Cheddar Cheese and Tomatoes
Agave Citrus Vinaigrette and Chipotle Ranch Dressing
Cucumber Tomato Salad with Cilantro and Lime
Adobo Chicken with Pineapple Mango Relish
Blackened Flat Iron Steak with Caramelized Onions and Tomatoes
Saffron Rice
Fajita Vegetables with Chayote and Tiny String Beans
Tres Leches Cake
Mixed Seasonal Berries
Iced Tea, Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea, Dairy
and Soy Milk Creamers

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

12:00 PM- 1:00 PM

Special Lecture: How Hearing Happens — A. James Hudspeth #LEC13

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 11:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Monday, November 13, 2023

12:00 PM- 1:00 PM

UNSAS Working Group

Walter E. Washington Convention Center: 306

Function Type: Other

Estimated Attendance: 12

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-M751

Contacts

Contact: KimPini

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 11:00 AM

Note

As set Thursday, November 9 at 10:00 a.m.

Food And Beverage - Aramark - WCC

Ready By:

Monday, November 13, 2023 @ 11:45 AM

Note

Traditional Box Lunch @ \$34.00++ per person

(3) Asiago Turkey

(3) Grilled Chicken Salad

(3) Tomato Basil and Mozzarella

(3) Italian Combo

To include Potato Chips, Whole Fruit, Freshly Baked Cookie, and Bottled Water.

Assorted Soft Drinks @ \$5.50++ each, charged on consumption.

Chilled Bottled Water @ \$4.50++ each, charged on consumption.

Plus 24% service charge, SfN is tax exempt in DC

Monday, November 13, 2023

1:00 PM- 3:15 PM

Computational Tools for Microscopy, Imaging and Behavior #NANO50

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 2:45 PM

Cortical Planning and Execution #NANO45

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 4:00 PM

Distributed Mechanisms for Working Memory #NANO47

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 3:15 PM

Human Memory: Neurophysiology, Neuromodulation and Closed-Loop Stimulation #NANO48

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 3:00 PM

LTP and LTD: Pre- and Postsynaptic Mechanisms #NANO43

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 2:00 PM

Meet-the-Expert: Dalva — Seeing Into the Synapse: Exploring a Nanoscale World #MTE07

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1:30 p.m.

Monday, November 13, 2023

1:00 PM- 2:45 PM

Network Activity, Inhibitory Control and Disorders of Executive Functions #NANO46

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 3:15 PM

Network Models #NANO49

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 4:00 PM

Presynaptic Mechanisms, Organization, and Structure #NANO42

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 4:15 PM

Spatial and Feature-Based Attention #NANO44

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:00 PM- 4:15 PM

Synapse Formation and Remodeling #NANO41

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Monday, November 13, 2023

1:30 PM- 3:30 PM

Animals in Research: From Bench to Bedside

Walter E. Washington Convention Center: 206

Function Type: Workshop
Estimated Attendance: 150
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Allison Burns
Post: Yes
Cost Center: A-AT200-A176

Contacts

Contact: Katherine Bloom

Logistics

General Notes - SfN

Ready By: Note
Monday, November 13, 2023 @ 12:00 PM As set on November 12, 1:00pm

- (1) Skirted 6' table and (2) chairs outside of room
- (2) Wastebaskets
- (1) Easel outside of room

Setup - Washington Convention Center

Ready By: Note
Monday, November 13, 2023 @ 12:00 PM Please add:
(1) Skirted 6' table and (2) chairs outside of room
(2) Wastebaskets
(1) Easel outside of room

This session will require a Wheel chair lift

Audio/Visual - Projection AV

Ready By: Note
Monday, November 13, 2023 @ 12:30 PM As Set

For this session forward, please replace (2) head table mics with (3) push to talk mics

Other - Lincoln Security

Ready By: Note
Monday, November 13, 2023 @ 12:00 PM (2) Security Guards 12:00 pm – 4:00 pm

NOTE: also posted on security schedule

Monday, November 13, 2023

1:30 PM- 3:00 PM

Storytelling - Cross Cultural Narratives #STR01

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 12:30 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Monday, November 13, 2023

2:00 PM- 4:30 PM

"Place Cells" in Rodents vs Primates: From Vision to Position and Episodic Memory #SYM10

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

2:00 PM- 3:00 PM

Ask Anything - Wooley

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 9 am

Monday, November 13, 2023

2:00 PM- 4:30 PM

From One Task to Many: Generalization for Learning and Decision-Making #MIN17

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

2:00 PM- 4:30 PM

Molecules and Memories: The Complex Underpinnings of Social Behavior #MIN18

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Monday, November 13, 2023

2:00 PM- 4:30 PM

Setting the Somatosensory Tone #MIN16

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

2:00 PM- 4:30 PM

Translation of Blood Brain Barrier Deficits Into Therapeutics #SYM09

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Monday, November 13, 2023

3:00 PM- 4:30 PM

Grass Lecture: Inner Workings of Channelrhodopsins and Nervous Systems #LEC14

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 2:00 PM

Note

As set Saturday, November 11 at 10 a.m.

Monday, November 13, 2023

3:00 PM- 5:00 PM

NDP Workshop: Skills and Best Practices for Transition Periods for Trainees and Junior Faculty in Academia

Walter E. Washington Convention Center: 207A

Function Type: Workshop

Estimated Attendance: 290

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Ambika Mathur

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 2:00 PM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

3:00 PM- 5:00 PM

PDW: Inclusion in Higher Education: Designing Training Environments to Serve All Students

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 400

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A168

Contacts

Contact: Eiman Abdelgadir

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 2:00 PM

Note

As set on Saturday, November 11 at noon

Monday, November 13, 2023

4:00 PM- 5:00 PM

Ask Anything - Morrison

Walter E. Washington Convention Center: East Overlook

Function Type: Workshop

Set For: 30

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A177

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Sunday, November 12, 2023 @ 8:00 AM

Note

As set on Sunday, November 12 at 9 am

Monday, November 13, 2023

5:15 PM- 6:30 PM

Presidential Special Lecture: Regenerating Axons and Re-Establishing Connections #LEC15

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Monday, November 13, 2023 @ 4:15 PM

Note

As set Saturday, November 11 at 10 a.m.

Monday, November 13, 2023

6:30 PM- 9:30 PM

18th Christopher Reeve Hot Topics in Stem Cell Biology

Walter E. Washington Convention Center: 146A, 146B

Function Type: Satellite

Estimated Attendance: 800

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A701

Contacts

Contact: Sharon Bowles

Alt Contact: Tja Owens

Organizer Email: towens@sbpdiscovery.org

Logistics

Setup - Washington Convention Center

Ready By:

Monday, November 13, 2023 @ 5:30 PM

Note

As set Saturday, November 11 at 2 p.m.

Satellite organizer also requests the following items:

(2) Skirted registration tables with (4) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 13, 2023 @ 5:30 PM

Note

As set Saturday, November 11 at 2 p.m.

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

Audio/Visual - Projection AV

Ready By:

Monday, November 13, 2023 @ 5:30 PM

Note

As set Saturday, November 11 at 2 p.m.

Satellite Organizer will use the following items:

(1) Lectern microphone

(3) Table microphones at head table

(1) DI under 6' table for computer

Food And Beverage - Aramark - WCC

Ready By:

Monday, November 13, 2023 @ 5:30 PM

Note

Please contact the organizer directly for food and beverage requirements. Organizer will pay Aramark directly for all f/b costs.

Tuesday, November 14, 2023- Wednesday, November 15, 2023

7:00 AM- 6:00 PM

Coat & Luggage Check - 2nd Location

Walter E. Washington Convention Center: Coat Check - West Salon

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: DawnKeane

Logistics

Setup - Aramark - WCC

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

Hours -

Tues, Nov 14, 7:30am - 7:00pm,

Wed, Nov 15, 7:30am - 6:00pm

Cash Coat /Luggage Check Services:

· No attendant fee for the first (8) hours. \$185 per attendant for each additional 4 hour minimum

· \$5.00 per each item checked

(2) 6' ft skirted tables

(2) chairs

Tuesday, November 14, 2023

8:00 AM- 10:30 AM

Basal Ganglia: Structure and Function #NANO56

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 10:30 AM

Biochemical and Molecular Techniques #NANO60

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 10:45 AM

Circuit Mechanisms of Reward Processing and Feeding #NANO57

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 11:15 AM

Computational Models for Decision-Making #NANO58

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 9:45 AM

Gene Targeting Approaches for Brain Function and Disease #NANO61

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 10:30 AM

Glia and Vasculature in Alzheimer's Disease #NANO55

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 10:15 AM

Integrative Networks of Language Processing and Production #NANO59

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 11:00 AM

Microglia, Oxidative Stress, and Blood-Brain Barrier #NANO52

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 11:00 AM

Neurodevelopmental Disorders: Diversity in Causes and Phenotypes #NANO51

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 11:00 AM

Olfaction: Circuits and Behavior #NANO54

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

8:00 AM- 11:30 AM

TDP-43, Tau, and Synuclein Proteinopathies: Mechanisms and Therapeutics #NANO53

Walter E. Washington Convention Center: 207A

Function Type: Nanosymposium

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 12 p.m.

Tuesday, November 14, 2023

9:00 AM- 10:00 AM

Meet-the-Expert: Lundeberg — Exploration of Tissue Ecosystem #MTE08

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Tuesday, November 14, 2023

9:00 AM- 10:00 AM

Special Lecture: Circuits, Behavior, and Evolution — Gilles Laurent #LEC16

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

3D-Imaging and 3D-Omics Technologies in Neuroscience #MIN19

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

Color Processing in the Early Visual System From Across Animal Taxa #MIN20

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

Emerging Noncoding RNA-Centric Biology of Neuronal Plasticity #SYM12

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

Hippocampal Neurogenesis in the Human Adult, Aging, and Demented Brain #SYM11

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

Novel Physiology of Arc/Arg3.1: From Viral-Like Capsids to Addiction #MIN21

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Tuesday, November 14, 2023

9:30 AM- 12:00 PM

The Good, the Bad, and the Microglia #MIN22

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Tuesday, November 14, 2023

10:30 AM- 11:30 AM

Neuroethics Lecture: Leveraging Cross-Cultural Perspectives — Judy Illes #LEC17

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 9:30 AM

Note

As set Saturday, November 11 at 10 a.m.

Tuesday, November 14, 2023

11:00 AM- 12:00 PM

**Meet-the-Clinician-Expert: Asaad—“You Can’t Respect the Brain and Be a Neurosurgeon” #M
#MTCE02**

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 10:00 AM

Note

As set Saturday, November 11 at 1:30 p.m.

Tuesday, November 14, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Estimated Attendance: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Tuesday, November 14, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74 per gallon
Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:

Lunch @ \$36.00+ per person

Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea and Iced Tea

Lunch Menu #7

Roasted Black Bean and Corn Salad with Hearts of Palm, Cilantro

Vinaigrette

Slow Roasted Salmon

Mushroom Stuffed Breast of Chicken

Penne Pasta Pomodoro

Cumin Scented Sweet Potatoes

Roasted Vegetables

Gourmet Rolls

Chef Selection of Dessert

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Tuesday, November 14, 2023

1:00 PM- 3:45 PM

Advances in Neuroprosthetics #NANO66

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 2:45 PM

Auditory, Visual, and Audiovisual Processing #NANO65

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 2:00 PM

Meet-the-Expert: Tonini — Neuromodulatory Signaling Meets Behavior #MTE09

Walter E. Washington Convention Center: 103A, 103B

Function Type: Workshop

Estimated Attendance: 390

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A167

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1:30 p.m.

Tuesday, November 14, 2023

1:00 PM- 3:00 PM

Memory Consolidation, Molecular Mechanisms #NANO69

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Note: A wheelchair lift is required to the stage for this session.
Speaker uses a wheelchair.

Tuesday, November 14, 2023

1:00 PM- 3:30 PM

Modulation of Calcium Channels in Health and Disease #NANO62

Walter E. Washington Convention Center: 207A

Function Type: Nanosymposium

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 12 p.m.

Tuesday, November 14, 2023

1:00 PM- 3:00 PM

Optical Methodology: Application #NANO71

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 4:15 PM

Reward, Motivation, and Neuronal Circuits #NANO68

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 4:00 PM

Sleep Regulation and Entrainment #NANO67

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 3:15 PM

Spatial Representations Across Species #NANO70

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 3:30 PM

Spinal Cord Injury, Neural Regeneration, and Repair #NANO64

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:00 PM- 3:45 PM

Therapeutic Strategies: Animal Models #NANO63

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Tuesday, November 14, 2023

1:30 PM- 3:00 PM

Membership Engagement Cluster Meeting

Walter E. Washington Convention Center: 304

Function Type: Meeting

Estimated Attendance: 9

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: MariaNajjar

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:30 PM

Note

As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

PM Beverage Package @ \$14.00++ Per Person
Bottled Water, Sparkling Water, Soda, and Lemonade

Plus 24% service charge, SfN is tax exempt in DC

Tuesday, November 14, 2023

1:30 PM- 3:00 PM

Storytelling Session - Natives in Neuro: Building a Community of Indigenous Neuroscientists #SfN #STR02

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 12:30 PM

Note

As set Saturday, November 11 at 2 p.m.

This event will be recorded.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Tuesday, November 14, 2023 @ 12:30 PM

Note

This event will be recorded.

Add:

(1) Alienware M15 with VMIX & Accessories

(1) Panasonic Camera w/ 40x Lens not standard

(1) AJA Ki Pro Go

(1) Roland V60 Switcher

(1) Mixer 1402

Audio/Visual - Projection AV

Ready By:

Tuesday, November 14, 2023 @ 12:30 PM

Note

This event will be recorded.

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

Behavioral Individuality as a Neuroscientific Variable #MIN24

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

Cell-Type Specific Epigenetic Regulation of Complex Neurobiological Disease #SYM13

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

Current Status & Future Strategies for Advancing Functional Circuit Mapping #MIN27

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

New Insights Into Senescence-Associated Mechanisms Influencing CNS Dysfunction #MIN26

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

Perceptual-Cognitive Integration for Coordinated Action #MIN23

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Tuesday, November 14, 2023

2:00 PM- 3:00 PM

Special Lecture: How Do Astrocytes Sculpt Synaptic Circuits? — Cagla Eroglu #LEC18

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 10 a.m.

Tuesday, November 14, 2023

2:00 PM- 4:30 PM

Translational Research in Autism Spectrum Disorder (ASD) #MIN25

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Minisymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Telecom - Smart City - WCC

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

This event will use a moderated Q&A that works over the wifi, so please ensure there are enough access points.

Computer - Atlantic Images & Sound - Computers

Ready By:

Tuesday, November 14, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Add (1) Laptop computer and (1) Computer mouse at the head table for the moderator with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Tuesday, November 14, 2023

3:00 PM- 5:00 PM

ECR Publishing Topics

Walter E. Washington Convention Center: 207B

Function Type: Workshop

Estimated Attendance: 100

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: J-SP200-M801

Contacts

Contact: Kelly Newton

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 2:00 PM

Note

As set on November 11, 2023 at noon.

Tuesday, November 14, 2023

3:00 PM- 4:00 PM

Public Outreach Cluster

Walter E. Washington Convention Center: 305

Function Type: Meeting
Estimated Attendance: 10
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-AT200-M603

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:
Tuesday, November 14, 2023 @ 2:00 PM

Note
As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:
Tuesday, November 14, 2023 @ 2:45 PM

Note
PM Beverage Package @ \$14.00++ Per Person
Bottled Water, Sparkling Water, Soda, and Lemonade

(1) Dozen Cookies @ \$56.00++ per dozen

Plus 24% service charge, SfN is tax exempt in DC

Tuesday, November 14, 2023

3:30 PM- 4:30 PM

Exhibitor Advisory Committee

Walter E. Washington Convention Center: 209A

Function Type: Meeting
Estimated Attendance: 20
Set For: 25
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Jennifer Gross
Post: Yes
Cost Center: A-MO200-A708

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By: Tuesday, November 14, 2023 @ 2:30 PM	Note As set Thursday, November 9
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Audio/Visual - Projection AV

Ready By: Tuesday, November 14, 2023 @ 2:30 PM	Note No microphones are needed for this meeting
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Food And Beverage - Aramark - WCC

Ready By: Tuesday, November 14, 2023 @ 3:00 PM	Note Assorted Soft Drinks @ \$5.50++ each, charged on consumption. Chilled Bottled Water @ \$4.50++ each, charged on consumption. All prices are subject to 24% service charge, SfN is tax-exempt in DC
--	--

Tuesday, November 14, 2023

3:30 PM- 4:30 PM

Society for Neuroscience & Japanese Neuroscience Meeting

Walter E. Washington Convention Center: 306

Function Type: Meeting

Estimated Attendance: 15

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: CatBlack

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 2:30 PM

Note

As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:

Tuesday, November 14, 2023 @ 3:00 PM

Note

PM Beverage Package @ \$14.00++ Per Person
Bottled Water, Sparkling Water, Soda, and Lemonade

Plus 24% service charge, SfN is tax exempt in DC

Tuesday, November 14, 2023

3:30 PM- 4:30 PM

Special Lecture: I Understand and Share Your Feeling — Hee-Sup Shin #LEC19

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 2:30 PM

Note

As set Saturday, November 11 at 10 a.m.

Tuesday, November 14, 2023

5:15 PM- 6:30 PM

**Presidential Special Lecture: Receptors, Synapses, and Memories — Richard L. Huganir #LEC2
#LEC20**

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Tuesday, November 14, 2023 @ 4:15 PM

Note

As set Saturday, November 11 at 10 a.m.

Tuesday, November 14, 2023

6:45 PM- 7:30 PM

Members Business Meeting

Walter E. Washington Convention Center: 202B

Function Type: Meeting

Estimated Attendance: 150

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-A140

Contacts

Contact: Stephanie Schlueter

Logistics

Setup - Washington Convention Center

Ready By:

Tuesday, November 14, 2023 @ 5:45 PM

Note

Set room theater style with center aisle for (100)

Stage per diagram

Head table for (10) - (2) 8' Tables with 3 chairs each and (2) 6' Tables with 2 chairs each

(1) Standing Lectern

(1) 6' skirted table and (2) chairs for materials outside of room

(1) 6' skirted table with (1) chair for audio tech

(1) Easel

(1) Wastebasket

Water service at the head table.

Audio/Visual - Projection AV

Ready By:

Tuesday, November 14, 2023 @ 5:45 PM

Note

(1) Lectern Microphone

(6) Table Microphones, push to talk

(1) Floor microphone in center aisle

(1) Sound Operator 6:15pm - 8:00pm

Wednesday, November 15, 2023

8:00 AM- 11:30 AM

Addiction: Genetics, Translational, and Clinical Studies #NANO80

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 9:45 AM

Advancing Optical Microscopy Imaging for Neuroscience #NANO81

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 11:00 AM

Development of Novel Therapies #NANO76

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 11:00 AM

Early Life Stress and Neural Circuit Remodeling #NANO73

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 10:15 AM

Mechanisms in Multiple Sclerosis #NANO77

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 11:30 AM

Pluripotent Stem Cells: Developmental Mechanisms and Disease Models #NANO72

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 10:15 AM

Representations of Objects and Scenes #NANO79

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 10:30 AM

Stroke Recovery: Approaches to Therapy #NANO78

Walter E. Washington Convention Center: 207A

Function Type: Nanosymposium

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 10:45 AM

Tauopathy: Cellular and Molecular Mechanisms #NANO75

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

8:00 AM- 10:00 AM

The Aging Brain: Molecular and Cellular Mechanisms #NANO74

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 7:00 AM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

9:00 AM- 10:00 AM

Special Lecture: The How and Why of Sleep — Yang Dan #LEC21

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:00 AM

Note

As set Saturday, November 11 at 10 a.m.

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Chloride Regulation in Disease States #MIN32

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Cognitive and Affective Functions of the Cerebellum #MIN28

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Minisymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 1 p.m.

Telecom - Smart City - WCC

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

This event will use a moderated Q&A that works over the wifi, so please ensure there are enough access points.

Computer - Atlantic Images & Sound - Computers

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 1 p.m.

Add (1) Laptop computer and (1) Computer mouse at the head table for the moderator with Microsoft Windows 10 Pro, Office 2019 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Corticospinal Circuit Structure and Function #MIN30

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Mechanisms and Modulations of the Brain Lymphatics System #SYM14

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Neurobiology and Changing Ecosystems #MIN29

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

9:30 AM- 12:00 PM

Odor Identity Coding in the Vertebrate Olfactory System #MIN31

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

9:30 AM- 11:00 AM

Professional Development & Scientific Cluster

Walter E. Washington Convention Center: 305

Function Type: Meeting

Estimated Attendance: 8

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-AT200-M457

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 8:30 AM

Note

As set Thursday, November 9

Food And Beverage - Aramark - WCC

Ready By:

Wednesday, November 15, 2023 @ 9:00 AM

Note

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas @
\$74.00++ per gallon
(1) Dozen Muffins @ \$60.00++ per dozen

Plus 24% service charge, SfN is tax exempt in DC

Wednesday, November 15, 2023

10:30 AM- 12:00 PM

Found in Translation: Medication Development for Substance Use Disorders #BTCR03

Walter E. Washington Convention Center: Ballroom B

Function Type: Workshop

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 9:30 AM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Wednesday, November 15, 2023

10:30 AM- 11:30 AM

Special Lecture: Molecular Programs Orchestrating the Wiring of Cortical Circuitries #LEC22

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 9:30 AM

Note

As set Saturday, November 11 at 10 a.m.

Wednesday, November 15, 2023

11:30 AM- 2:00 PM

Staff Meal Room

Walter E. Washington Convention Center: 101

Function Type: Other

Estimated Attendance: 70

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: No

Cost Center: A-MO200-A201

Logistics

Food And Beverage - Aramark - WCC

Ready By:

Saturday, November 11, 2023 @ 11:15 AM

Note

Morning Service from 7:00am - 9:00am

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas
@ \$74 per gallon

Refresh as needed until 9:00am

(1) Water cooler with disposable cups and replenish as needed.

Lunch Service from 11:30am – 2:00 pm:

Lunch @ \$36.00+ per person

Lunch Items Served Daily: Assorted Rolls and Breads Sliced; Fresh Fruit
and Whole Fruit; Garden Salad; Freshly Brewed Coffee, Decaffeinated
Coffee, Hot Tea and Iced Tea

Lunch Menu #9

Creamy Cole Slaw

Deviled Eggs

Buttermilk Fried Chicken

Eastern Carolina Pulled Pork with Potato Buns

Macaroni and Cheese

Collard Greens

Blueberry Cobbler

Assorted Canned Soda @ \$5.50+ each, charged on consumption.

Note: Requesting Coke products throughout the week - please :)

Plus 24% service charge, SfN is tax exempt in DC

Wednesday, November 15, 2023

12:30 PM- 1:30 PM

Special Lecture: Understanding Population-Level Computations #LEC23

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 11:30 AM

Note

As set Saturday, November 11 at 10 a.m.

Wednesday, November 15, 2023

1:00 PM- 3:00 PM

Alzheimer's Disease: Mechanisms, Biomarkers, and Risk Factors #NANO85

Walter E. Washington Convention Center: 207A

Function Type: Nanosymposium

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 4:00 PM

Alzheimer's Disease: Omics Approaches #NANO84

Walter E. Washington Convention Center: 144A, 144B, 144C

Function Type: Nanosymposium

Estimated Attendance: 508

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 5:00 PM

Brainstem Mechanisms of Motor Control #MIN33

Walter E. Washington Convention Center: 151A, 151B

Function Type: Symposium

Estimated Attendance: 520

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:00 PM

Comparative Neuroscience #NANO82

Walter E. Washington Convention Center: 140A, 140B

Function Type: Nanosymposium

Estimated Attendance: 335

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:00 PM

Computational Tools for Physiological Data Analysis #NANO92

Walter E. Washington Convention Center: 147B

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 4:00 PM

Depression: Preclinical Models, Human Studies, and Therapeutic Approaches #NANO89

Walter E. Washington Convention Center: 152B

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:15 PM

Glia-Neuron Interactions from Synapses to Networks #NANO83

Walter E. Washington Convention Center: 201

Function Type: Nanosymposium

Estimated Attendance: 375

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:15 PM

Molecular Mechanisms of Neurodegeneration and Neurotoxicity #NANO87

Walter E. Washington Convention Center: 143A, 143B, 143C

Function Type: Nanosymposium

Estimated Attendance: 480

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 4:30 PM

Parkinson's Disease: Preclinical Models and Therapeutic Strategies #NANO86

Walter E. Washington Convention Center: 147A

Function Type: Nanosymposium

Estimated Attendance: 260

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:30 PM

Prefrontal Mechanisms of Executive Function III #NANO90

Walter E. Washington Convention Center: 146C

Function Type: Nanosymposium

Estimated Attendance: 420

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 3:45 PM

Somatosensory Mechanisms #NANO88

Walter E. Washington Convention Center: 152A

Function Type: Nanosymposium

Estimated Attendance: 234

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

1:00 PM- 2:45 PM

Synaptic and Cellular Mechanisms of Autism and Behaviors #NANO91

Walter E. Washington Convention Center: 150A, 150B

Function Type: Nanosymposium

Estimated Attendance: 540

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 12:00 PM

Note

As set Saturday, November 11 at 1 p.m.

Wednesday, November 15, 2023

2:00 PM- 4:30 PM

Astrocytes as Drivers and Disruptors of Behavior #MIN35

Walter E. Washington Convention Center: Ballroom C

Function Type: Minisymposium

Estimated Attendance: 1373

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

2:00 PM- 4:30 PM

Decoding Cognitive Signals From the Prefrontal Cortex #MIN38

Walter E. Washington Convention Center: Ballroom B

Function Type: Minisymposium

Estimated Attendance: 1296

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Wednesday, November 15, 2023

2:00 PM- 4:30 PM

Neural Circuit Transitions Supporting Developmentally-Specific Social Behavior #MIN34

Walter E. Washington Convention Center: 145A, 145B

Function Type: Minisymposium

Estimated Attendance: 560

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

2:00 PM- 4:30 PM

New Developments in Technologies for Neuromodulation #MIN36

Walter E. Washington Convention Center: Ballroom A

Function Type: Symposium

Estimated Attendance: 1386

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

NOTE: This session is being live streamed

Wednesday, November 15, 2023

2:00 PM- 4:30 PM

Rethinking Remapping: Circuit Mechanisms of Recovery After Stroke #MIN37

Walter E. Washington Convention Center: 146A, 146B

Function Type: Minisymposium

Estimated Attendance: 790

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 2 p.m.

Wednesday, November 15, 2023

2:00 PM- 3:00 PM

Special Lecture: Uncovering the Mystery of Itch — Xinzhong Dong #LEC24

Walter E. Washington Convention Center: Hall D

Function Type: Lecture

Estimated Attendance: 7600

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 1:00 PM

Note

As set Saturday, November 11 at 10 a.m.

Wednesday, November 15, 2023- Thursday, November 16, 2023

5:15 PM- 10:00 PM

Decorator Move Out

Walter E. Washington Convention Center: Hall A, Hall B, Hall C

Function Type: Exhibits

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 5:00 PM

Note

Move-out schedule is as follows, per SfN's lease agreement:

- Wednesday, November 15 (5:00pm) - Friday, November 17 (11:59pm)
Halls A, B, C, E

- Wednesday, November 15 (5:00pm) - Thursday, November 16
(11:59pm)

Hall D

Ballrooms A, B, C

Meeting Rooms 100 - 103, 140 - 160, 201 - 210, 201 - 306, East &

West Overlook

East & West Salons

Wednesday, November 15, 2023

5:30 PM- 6:30 PM

Staff Reception

Walter E. Washington Convention Center: 208A, 208B

Function Type: Reception

Meeting Planner: Paula Kara

Post: Yes

Logistics

General Notes - SfN

Ready By:

Wednesday, November 15, 2023 @ 5:30 PM

Ends On:

Wednesday, November 15, 2023 @ 6:30 PM

Note

Hold space for the Staff Reception by WCC & Destination DC.