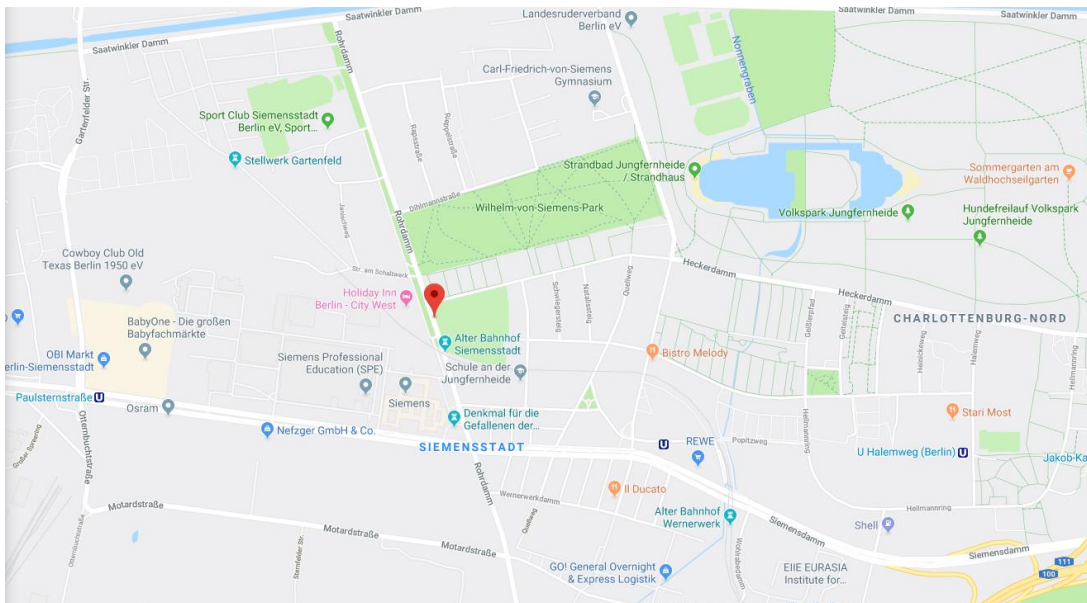


## INFORMATION FOR PARTICIPANTS

### THE VENUE

**Holiday Inn Berlin - City West**  
Rohrdamm 80, 13629 Berlin, Ger-  
many  
Tel. +49 30 383890

Lat: 52.5404606 52°32'24.6"N  
Lon: 13.261583 13°15'47.6"E



Click [here](#) to open in google maps

Set in a leafy area of West Berlin, the hotel is a 5-minute walk from a U-Bahn station and 20 minutes from Berlin Central Station. Berlin-Tegel Airport (TXL) is a 7-minute drive away.

The hotel has fast, easy access to sights in Charlottenburg and the city centre.

## **HOW TO GET TO**

### **BY PLANE**

Berlin has two international airports (Tegel and Schönefeld) both connected to the city with public transport (S-Bahn)

As Tegel Airport is located in Berlin's northern district Reinickendorf, it is closer to the city than the airport in Schönefeld. So this is the best option to get to the venue.

### **BY TRAIN**

Berlin Hauptbahnhof (Berlin Central Station) is the main railway station in Berlin. More than 1200 trains pass through this station daily. This Station has ICE train (high speed), InterCity, RegionalExpress, RegionalBahn y S-Bahn. International trains from European cities like Paris, Amsterdam and Prague are also available at this station. You can check schedules and fares and even book online at: <https://www.bahnhof.de/bahnhof-en>

## **CONFERENCE REGISTRATION**

The registration desk will be open:

- On Sunday, November 3<sup>rd</sup> from 15:30 to 18:30
- On Monday, November 4<sup>th</sup> from 08:00 to 16:00
- On Tuesday, November 5<sup>th</sup> from 08:00 to 16:00
- On Wednesday, November 6<sup>th</sup> from 08:00 to 16:00
- On Thursday, November 7<sup>th</sup> from 08:30 to 16:00
- On Friday, November 4<sup>th</sup> from 08:30 to 12:00

## **WELCOME RECEPTION**

Welcome reception will take place on Sunday, November 3<sup>rd</sup> from 17:00 to 18:00 at Holiday Inn Atrium. All conference attendees are invited to this reception as a chance to meet and renew relationships with colleagues. Drinks will be provided free of charge.

## **COFFEE BREAKS**

Coffee will be served during the morning and afternoon breaks. Please, check the Fall Meeting Program for the exact time. Coffee will be served at Hotel Atrium.

## **EXHIBITION AREA**

Sponsors will be located also at the Hotel Atrium

## **LUNCH**

Daily lunch is included and will be from 12:00 to 14:00 at the Atrium

## **INTERNET ACCESS / WIFI**

NFM19 Conference provides you a wireless access to the Internet. You will find the password and access at registration desk. All conference attendees may use internet by bringing their own laptops into all conference rooms.

## **LUGGAGE**

Please avoid entering the conference room with any luggage. Conference secretariat will not be responsible of any luggage left at information point. Do not leave luggage unattended.

## **PROGRAM**

As we support the paperless movement, don't forget to download and bring the latest version of the program: <https://www.nanoge.org/NGFM19/program/program>

Please consider that no printed program will be available onsite.

Closer to the event we will also have available a "day by day" version on the website.

## **ORAL CONTRIBUTIONS**

Standard Audio Visual Package: LCD projector, screen, laser pointer and wireless microphone.

**Presentation Times:** Oral presentations are scheduled for 30 minutes (25 minutes talk + 5 minutes questions) or 15 minutes (12 minutes talk + 3 minutes questions). Invited Speakers are scheduled for 30 minutes (25 minutes talk + 5 minutes' question)

Published presentation times must be maintained because attendees base their itineraries on the program schedule. The organization wants to encourage the conferences debates and questions, therefore it is necessary to strictly respect the time for discussions.

**Speaker Preparation:** The presenters will be able to check the presentation on-site no later than the "break" immediately preceding the scheduled presentation. Break, in this sense, is the period of time before the first morning talk and during the lunch or coffee

break. Please come with sufficient time in advance. Authors must provide to the assistant a USB memory with the presentation or bring their own laptop.

Audio Visual Assistance: There will be an assistant in the room to assist you if any problem arises.

## **CONFERENCE PROCEEDINGS**

A new tool for fast scientific communication and diffusion is available for any participant with an abstract contribution. nanoGe has prepared this tool as a service to the scientific community to ensure that conference communications obtain rapid impact and visibility.

Now you can find online open access, the scientific contents of nanoGe conferences. All abstracts are published online as separate papers.

Check it at: <http://www.nanoge.org/nanoge-conference-proceedings>

## **POSTER CONTRIBUTIONS**

The viewable size of the poster board is width 80 cm and height 100 cm. Poster sessions will take place at the Gallery A+B+C, next to the Hotel Atrium. The poster session will take place on Tuesday 5<sup>th</sup> and Thursday 7<sup>th</sup> from 17:00 to 19:00. Please see below the times for each day:

### **Tuesday 5<sup>th</sup> Nov**

- Poster set up: during lunch time on the 5<sup>th</sup> Nov from 12:00 to 14:00
- Poster removal: before coffee break on Wednesday 6<sup>th</sup> Nov

### **Thursday 7<sup>th</sup> Nov**

- Poster set up: during lunch time on the 6<sup>th</sup> Nov from 12:00 to 14:00
- Poster removal: At 19:00 after presentation on Thursday 7<sup>th</sup> Nov

Each participant will have a place on the poster board with their corresponding number on it. Authors must be present at their posters for discussion with attendees. Please contact the organization staff if you need help when hanging your poster.

## **ROOMS**

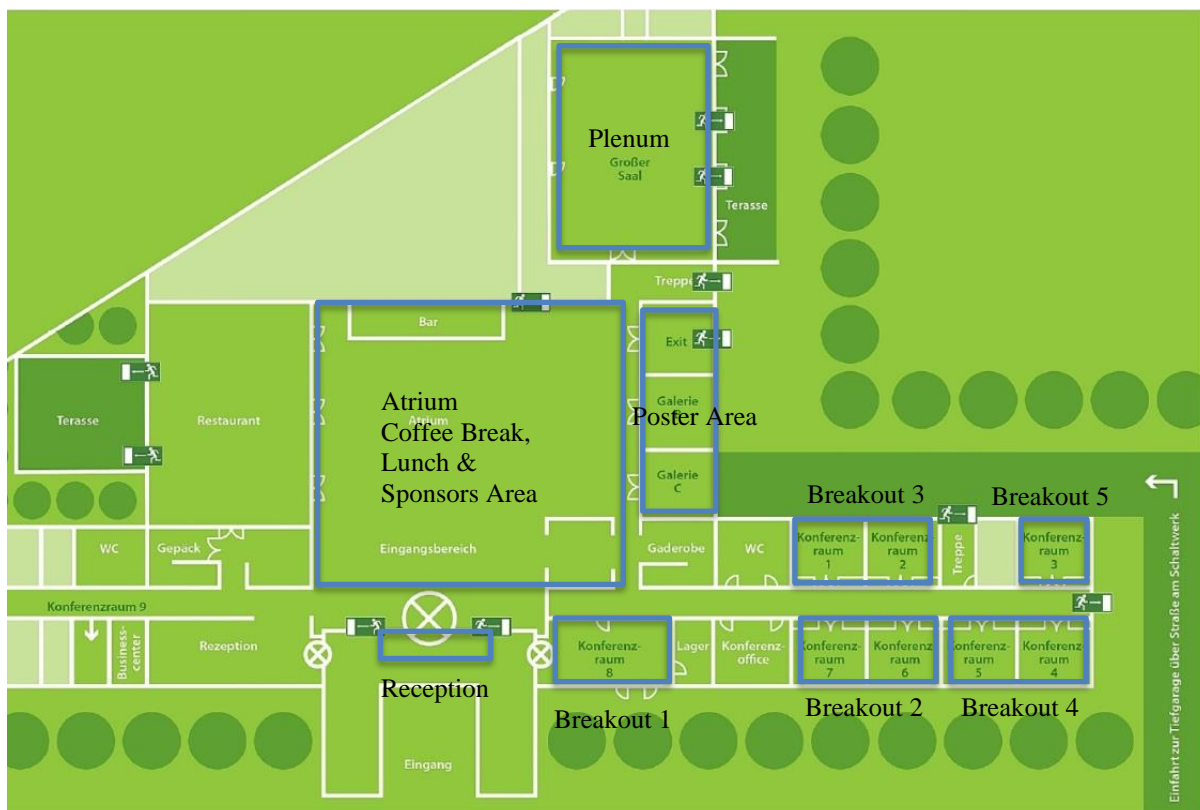
Plenary talks will take place:

- Monday 4<sup>th</sup>: Plenum & Breakout 1
- Tuesday 5<sup>th</sup>: Plenum & Breakout 4
- Wednesday 6<sup>th</sup>: Plenum & Breakout 4
- Friday 8<sup>th</sup>: Plenum & Breakout 4

Symposia sessions will take place at:

- SolFuel19 - Plenum
- Sol2D19 – Breakout 3
- CharDy19 – Breakout 2
- PERInt19 – Breakout 4
- RadDet19 – Breakout 5
- MapNan19 – Breakout 1
- SolCat19 – Breakout 3
- Exciup19 - Breakout 5
- PERFuDe19 - Breakout 4 - Plenum
- OPV19 - Breakout 2
- NCFun19 Breakout 4

## DISTRIBUTION LAYOUT



## BADGES

All participants, attending scientific sessions or industrial issues, are required to register and must wear their meeting badges all time. Anyone not wearing a badge will be asked to leave the NFM19 areas.

## RECORDING POLICY

Unauthorized recording (audio, video, pictures, etc.) of presentations during sessions and of meeting activities including the exhibition, is prohibited. Participants or exhibitors may photograph their own activity but permission must be obtained from all involved people before pictures may be taken.

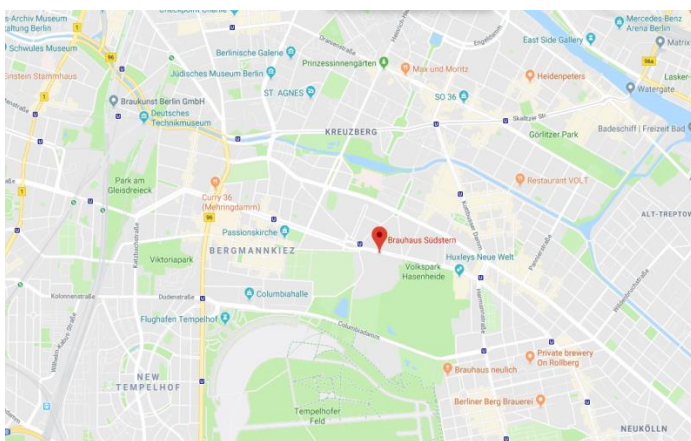
## INVOICE

Invoices can be downloaded from the NFM19 website. Please go to your account and then to "User Menu". You will find a section entitled "My Documents" from where you can download these documents.

## CERTIFICATE

The Certificate will be sent directly to your email once the conference has finished and the organization has checked that you have attended the meeting.

## SOCIAL DINNER



Click [here](#) to open in google maps

Social dinner will take place on 6th November 2019 at Brauhaus Südsterne, a typical Berlin brewery where we will be able to enjoy authentic German beer and food for two hours.

The dinner will be buffet style and vegan options will be also available.

It will be mandatory to buy tickets in advanced. Tickets will be sold onsite depending on availability.

Please remember to bring your ticket as they will be collected at the entrance.