

## CONGRESS INFORMATION

### Congress Venue

**Nara Kasugano International Forum ~I·RA·KA~**

Address: 101 Kasugano-cho, Nara 630 8212 Japan

Tel: +81 (0)742 27 2634

### Registration Fee

Category	On-line (By 31 Oct. 2019)	On-site (Cash or credit card)
ISIR and/or JSIR member*	JPY 40,000	JPY 45,000
Non-member	JPY 50,000	JPY 55,000
Accompanying person	JPY 10,000	JPY 10,000
Gala Dinner	JPY 10,000	Not available

\*Membership application for ISIR/JSIR is not available on-site.

### Registration Desk/Speaker Ready Room Opening Times

Day 1: 13 November 12:00-18:00

Day 2: 14 November 7:40-19:30

Day 3: 15 November 7:40-13:00

Day 4: 16 November 8:40-15:00

### Internet Access

Free Wi-Fi is available at the venue.

**SSID: iraka-free (No password)**

### Lunch

Boxed lunch will be served at Lunchtime Seminars (Day 2 and 4) on a first-come first-served basis.

## Social Events/Official Meetings

<u>Welcome Reception</u>	Date	Wednesday, 13 November
	Time	18:00-20:00
	Room	Reception Hall 2, 1F, Annex
<ul style="list-style-type: none"> <li>- A buffet-style party.</li> <li>- All participants and accompanying persons are invited.</li> </ul>		
<u>ISIR Council Meeting</u>	Date	Friday, 15 November
	Time	11:00-12:00
	Room	Meeting Room 4, 2F, Main Building
<u>ISIR General Meeting</u>	Date	Friday, 15 November
	Time	12:10-12:40
	Room	Room 3 (Conference Room 1&2, 1F, Main Building)
<ul style="list-style-type: none"> <li>- All ISIR members are encouraged to attend the meeting.</li> </ul>		
<u>Half-day Bus Tour</u>	Date	Friday, 15 November
	Time	13:00-17:00
	Fee	Free
<ul style="list-style-type: none"> <li>- All participants and accompanying persons are invited (On-line application in advance is necessary).</li> <li>- Boxed lunch will be served on the bus.</li> </ul>		
<u>Gala Dinner</u>	Date	Friday, 15 November
	Time	19:00-21:00
	Venue	Banquet Hall YAMATO Nara Hotel (New Building) 1096 Takabatake-cho, Nara-shi TEL: +81 (0)742-24-3033
	Fee	JPY 10,000
<ul style="list-style-type: none"> <li>- A seated-style dinner party.</li> <li>- On-line application in advance is necessary.</li> </ul>		

## PRESENTATION INSTRUCTIONS

### Oral Presentation

Session	Time
Symposium	30 minutes (25 minutes presentation + 5 minutes discussion)
ESRI/JSIR Award Session Oral Session 1, 2	15 minutes (10 minutes presentation + 5 minutes discussion)

#### Instruction for Chairs:

Chairs are requested to have their seat at "Next Chair Seat" no later than 10 minutes before their session starts.

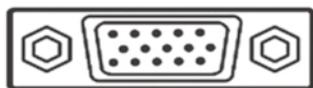
#### Instruction for Speakers:

Speakers are requested to confirm and check their presentation data at "Speaker Ready Room" no later than 30 minutes before their session starts.

#### Data Preparation Guidelines:

- Please use any of the following softwares to create your presentation data: Microsoft PowerPoint 2010/2013/2016 (The OS of PCs available at the venue is Windows10).
- Please create your presentation data with OS standard fonts only.
- PowerPoint "Presenter View" function is not available on PCs at the venue.
- Display aspect ratio at the venue is 4:3, but presentation data created in aspect ratio 16:9 and 4:3 are both projectable.
- Please bring your presentation data either in a USB storage device, a CD-R or a laptop PC.
  - If you created your presentation data on a Mac, please bring your own Mac laptop with you.
  - If you use a moving image(s) in your presentation data, please bring your own laptop with you.

- If you use your laptop for your presentation;
  - Please bring a backup data on another media.
  - Please turn off any sleep functions and screen savers in advance.
  - Please make sure to bring an AC power adopter.
  - Please connect your laptop with an LCD monitor at the Speaker Ready Room and check outputted slides. The setting method differs depending on which PC/OS you use.
  - Cable connecting terminal is a mini D-sub 15 pin.
  - Some PCs require a special connection cable (especially Mac or thin-type laptops), so please make sure to bring it with you.
- The number of PCs available at the Speaker Ready Room is limited. Speakers are therefore requested to only modify layouts of their presentation data and refrain from revising their data at the Speaker Ready Room.



Mini D-sub 15



Mac, etc.



SONY VAIO

## Poster Presentation

Poster Setup 13:00-18:00, Wednesday, 13 November

Poster Display Posters shall be displayed through the congress period.

Poster Removal 11:00-15:00, Saturday, 16 November\*

\*All posters not picked up during this time will be discarded.

### Poster Discussion

Date : Thursday, 14 November

Time : 13:35-15:05\*

Venue : Poster Room (Conference Room 3&4, 2F, Main Building)

\*All poster groups start their Poster Discussion at the same time.

### Instructions for Poster Discussion Evaluators:

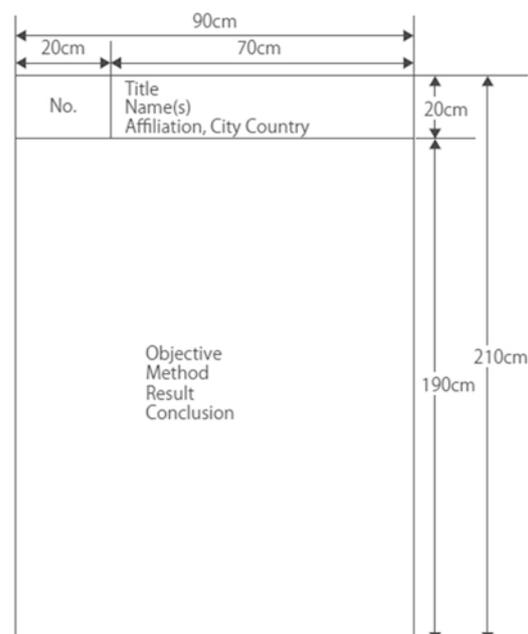
- Evaluators are requested to come to the Poster Room no later than 5 minutes before the Poster Discussion starts and receive a score sheet at the reception in the Poster Room (13:30).
- Please evaluate posters of the group you are in charge of (poster presenters are at their poster), discuss with your co-evaluator and select the best poster in your group.
- Please inform the evaluation result at the reception in the Poster Room by the end of the Poster Discussion time (15:05).

### Instructions for Poster Presenters:

- Please come to your poster by the Poster Discussion start time (13:35).
- Evaluators who are in charge of your poster group will come to your poster to evaluate.
- There will be no reception for poster presenters.

### Poster Creation Guidelines:

- All posters shall be prepared in English.
- The poster size limit should be 90 cm wide and 210 cm high.
- A poster number to be put on the top left of each poster will be prepared and attached by the Secretariat.
- Poster presenters are requested to indicate title, name of authors and affiliation of authors on the top right of the poster board within an area of 70 cm wide × 20 cm high.



- The typeface used on posters should be at least 18 mm high so that the content can be read from a distance.
- Tables and figures should likewise be of an appropriate scale, with text large enough to be easily read.
- Posters shall be attached to poster boards using thumbtacks which will be provided by the Secretariat. No paste, glue, staples or nails are allowed.

## ACCESS TO THE VENUES

### Congress Venue Address

Nara Kasugano International Forum ~ I·RA·KA ~  
101 Kasugano-cho, Nara 630 8212 Japan  
Tel: +81 (0)742 27 2634

### From Kansai International Airport to Kintetsu/JR Nara Station:

#### By Limousine Bus

From Kansai International Airport, taking Limousine Bus to Kintetsu Nara station or JR Nara Station (approx. 1h 40m - ride) is easy and can avoid rush-hour trains.

<http://www.kate.co.jp/en/timetable/detail/NR>

#### By Railway

JR (to Tennoji station, Osaka) and Nankai Railway (to Namba station, Osaka) provide frequent services from Kansai Airport Station to Osaka (Approx. 40-60 minutes).

From Tennoji station to JR Nara Station takes approx. 40 minutes by JR, and from Namba station to Kintetsu Nara station takes 30 minutes by Kintetsu Railway. It is recommended to avoid rush hours (7:00 – 8:30 AM and 17:00 – 19:00) on weekdays.

<https://www.westjr.co.jp/global/en/> (JR WEST)

<https://www.howto-osaka.com/> (Nankai Railway)

<https://www.kintetsu.co.jp/foreign/english/> (Kintetsu Railway)

#### By Taxi

Taxi is the simplest option, but expensive (25,000 – 30,000 JPY), so not highly recommended unless there are no other options. Public transportation is safe in Japan.

<https://www.kansai-airport.or.jp/en/access/taxi>

### **From Kintetsu Nara Station to the Congress Venue, by Foot:**

A 20-minute walk with nice scenery to an eastward direction from Kintetsu Nara Station Exit 2.

### **From Kintetsu/JR Nara Station to the Congress Venue, by Bus:**

1. From Kintetsu Nara Station: Nara Kotsu Bus Stop 1
2. From JR Nara Station East Exit: Nara Kotsu Bus Stop 2

(For both 1 and 2)

- Take a bus for "Kasuga-taisha Honden" (Route No. 77) and get off at "Nara Kasugano Kokusai Forum Iraka Mae", in front of the congress venue (7-minute ride, every 20 minutes).
- Take a loop line bus for JR Nara Station (Route No. 2: outer route), get off at "Todaiji Daibutsu-den/Kasuga-taisha Mae" (4-minute ride, frequent service) and walk 3 minutes from the bus stop to Nara Kasugano International Forum IRAKA (congress venue).

### **Gala Dinner Venue Address**

Nara Hotel  
1096 Takabatake-cho, Nara City  
TEL: +81 (0)742 24 3033

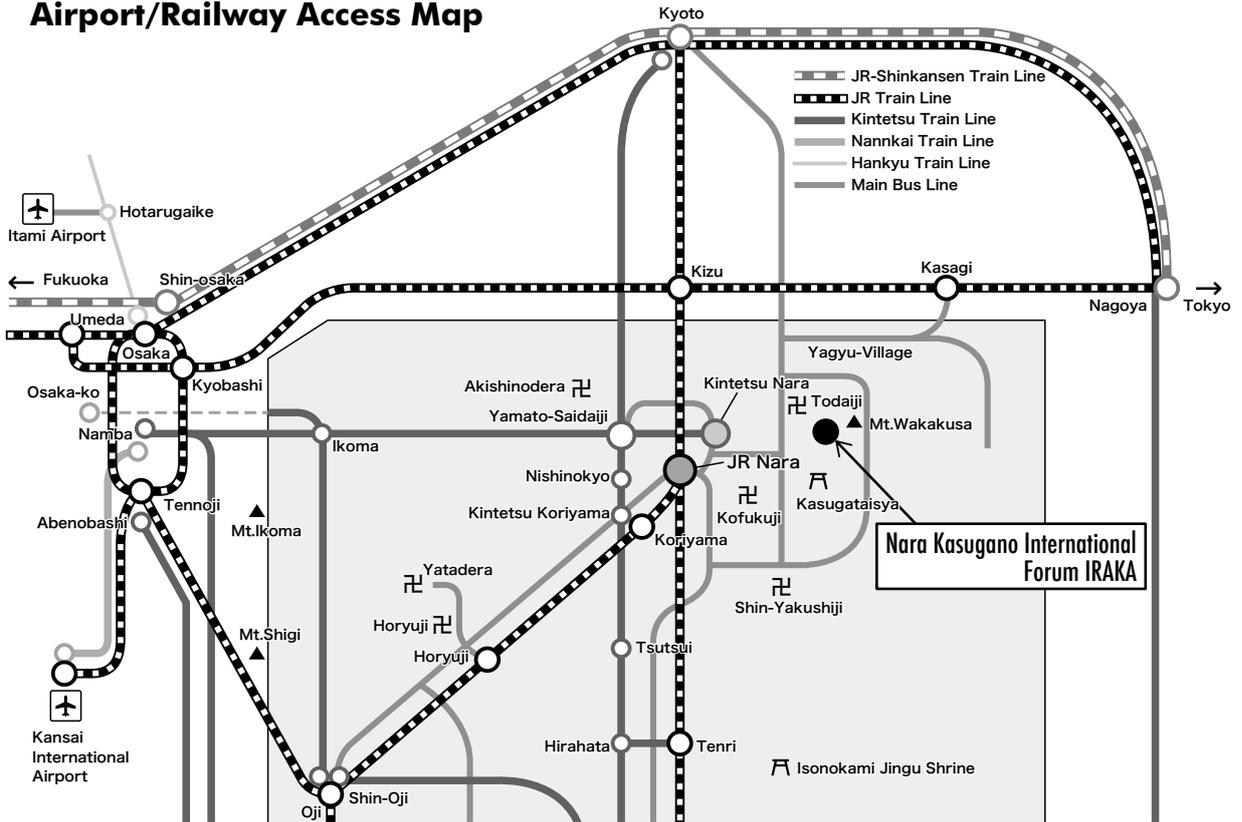
### **From Kintetsu Nara Station to Gala Dinner Venue:**

- A 15-minute walk to the east
- Take a bus from Nara Kotsu Bus Stop 3 to Nara Hotel (3-minute ride)

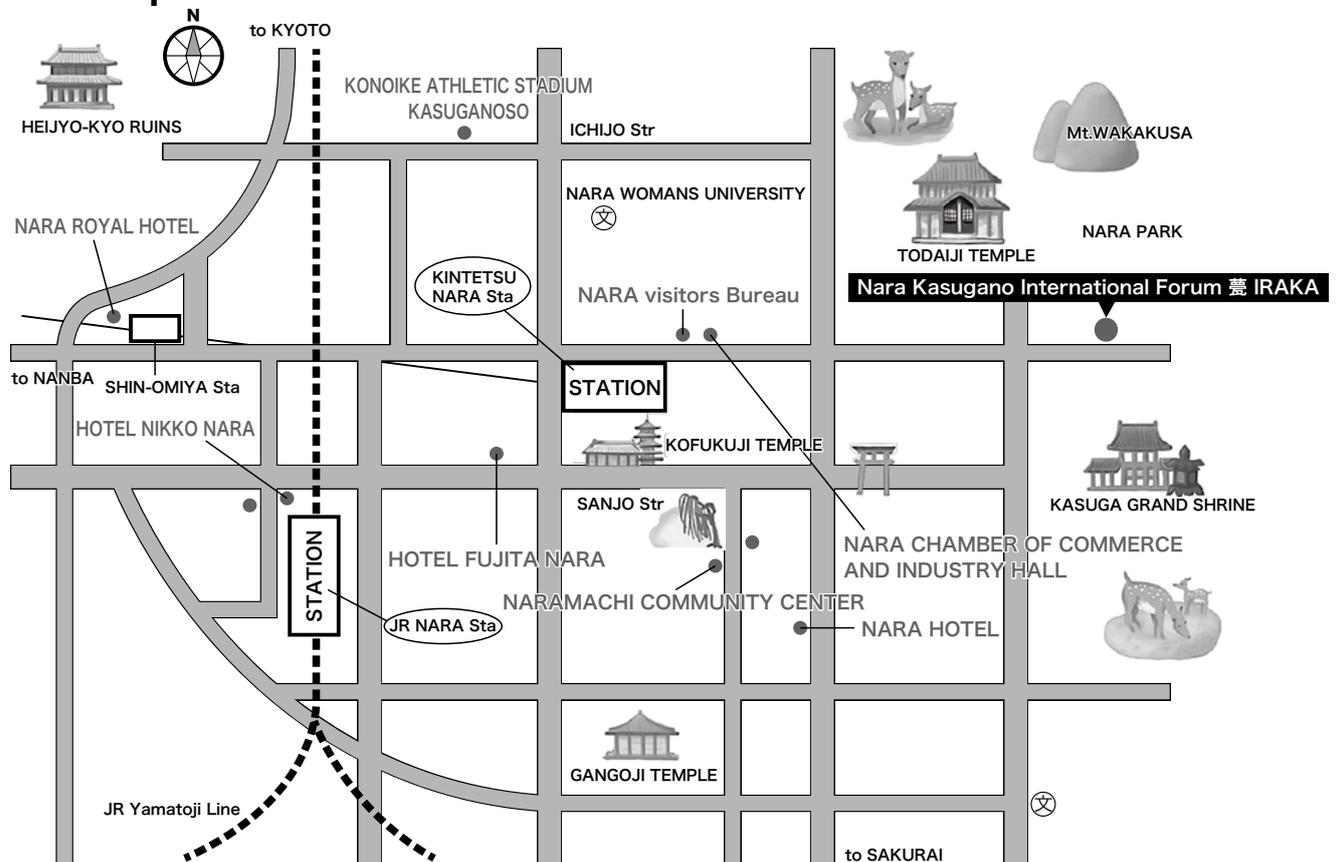
### **From JR Nara Station to Gala Dinner Venue:**

- A 25-minute walk to the east
- Take a bus from Nara Kotsu Bus Stop 1 to Nara Hotel (7-minute ride)

# Airport/Railway Access Map

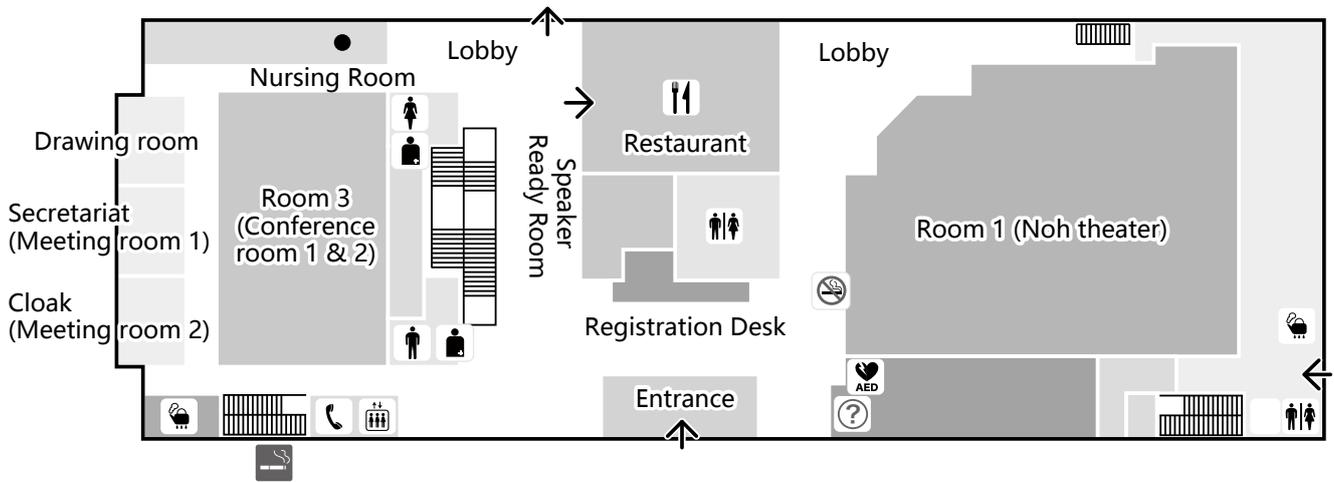


# Area Map

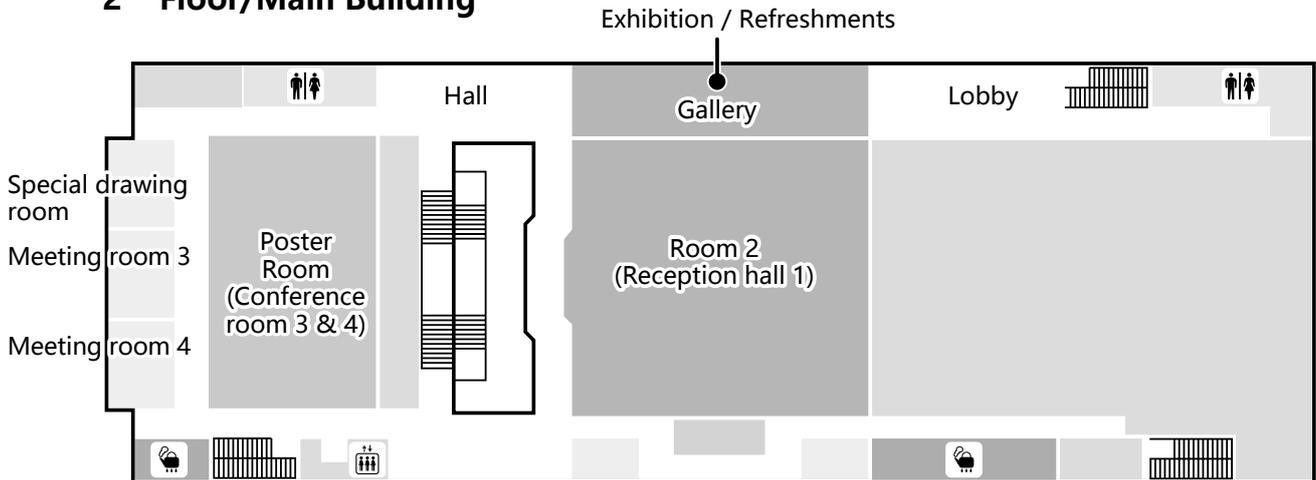


# Floor Plan

## 1<sup>st</sup> Floor/Main Building



## 2<sup>nd</sup> Floor/Main Building



## 1<sup>st</sup> Floor/Annex

