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Saturday, October 19, 2019 - Wednesday, October 23, 2019

7:30 AM - 6:00 PM

Coat & Luggage Check - 2nd Location

McCormick Place: S101A, S101B

Function Type: Other

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MO200-A201

Contacts

Contact: Dawn Keane

Logistics

Setup - Savor

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

Sat, Oct 19 - 7:30 am - 7:00 pm

Sun, Oct 20 - Tues, Oct 22, 7:30am - 7:00pm

Wed, Oct 23, 7:30am - 6:00pm

Cash Coat /Luggage Check Services

CASH COAT CHECK:

Attendees will pay \$3 per coat and \$4 for luggage

Min Revenue \$25,330 quoted to SfN

Saturday, October 19, 2019 - Tuesday, October 22, 2019

7:30 AM - 5:00 PM

Program & Exhibit Guide Pickup

McCormick Place: Prog & Exhibit Guide Pick-up - Hall A

Function Type: Registration

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Stephanie Embrey

Post: Yes

Cost Center: A-MK200-A121

Contacts

Contact: Stephanie Embrey

Logistics

General Contractor - SfN

Ready By:

Wednesday, October 16, 2019 @ 8:00 AM

Note

Hours: Sat., Oct. 19 - Tues., Oct. 22, 7:30am - 5:00 pm.

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 4:00 PM

Note

HEADER: Program and Exhibit Guide Pick-up

(3) Registration counters - see structural renderings

(3) 6'x30 Skirted tables, to be placed behind counters

(3) 4'x30" Skirted tables, to be placed perpendicularly between counters

(6) Task chairs, two per counter

(2) 10'x20" Gray drape storage areas

Remain as set on a 24-hour basis through Wednesday, October 22 at 5:00 pm

Electrical - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 5:00 PM

Note

Electrical for lead retrieval units.

Total Amps - (4)

Remain as set on a 24-hour basis through Wednesday 23 at 5:00 pm

Other - Convention Data Services (CDS)

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

(3) Scanners - Cost Center - A-MO200-A708

Saturday, October 19, 2019

7:30 AM - 10:00 AM

The Need for Translational and Basic Research in Migraine

McCormick Place: N230A

Function Type: Satellite

Estimated Attendance: 40

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: Alicia Toress

Organizer Email: aliciatoress@gmail.com

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 6:30 AM

Note

As set on Sunday, October 20 at 6:45 p.m.

Add:

(1) 6' Skirted registration table w/(2) chairs outside of room

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 6:30 AM

Note

Organizer will use the preset items:

(1) Screen

(1) Date Projector w/cart

Audio/Visual - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 6:30 AM

Note

Organizer will use the preset items:

(1) Lectern microphone

Add:

(1) Lavalier microphone

(1) Floor microphone

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 6:30 AM

Note

Please contact the satellite organizer directly for food and beverage requirements. Organizer to pay Savor directly for all f&b charges.

Saturday, October 19, 2019

7:30 AM - 5:00 PM

Volunteer Lounge

McCormick Place: Level 2.5 Lounge

Function Type: Office

Estimated Attendance: 20

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-DV200-A150

Contacts

Contact: Regan Lear

Logistics

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

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

\$54.50 per gallon - Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas

BOTTLED WATER \$3.25 each, charged on consumption

Plus 21.50% service charge and 13% sales taxes.

Saturday, October 19, 2019 - Wednesday, October 23, 2019

8:00 AM - 5:00 PM

Attendee Services

McCormick Place: Attendee Services - Hall A

Function Type: Other
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Allison Morrow
Post: Yes
Cost Center: A-MA200-A202

Logistics

General Notes - SfN

Ready By:
Saturday, October 19, 2019 @ 7:30 AM

Note
Hours: Sat, Oct. 19, - Wed, Oct. 23, 7:30am - 5:00pm

Setup - Convention Data Services (CDS)

Ready By:
Thursday, October 17, 2019 @ 4:00 PM

Note

Located at the CERTIFICATE OF ATTENDANCE counter
(3) CDS terminals
(1) CDS printer for Certificate of Attendance
(1) Administrative terminal
(2) Scanners

Located at the CME Counter
(1) CDS terminal
(1) CDS printer for CME

Located at the LOST & FOUND Counter
(1) CDS terminal

Located at REGISTRATION ASSISTANCE
NOTE: COMPUTERS USED BY SfN STAFF SHOULD BE SETUP TO ALLOW VPN CONNECTION TO OUR OFFICE.
(8) CDS terminals
(1) CDS Administrative terminal
(4) CDS printer for badges
(1) CDS printer for receipts

NOTE: Public registration will only be processed at Registration Assistance counters.

General Contractor - The Expo Group (TEG)

Ready By:
Wednesday, October 16, 2019 @ 4:00 PM

Note
Attendee Services:

Signage on Structural Rendering
(15) 6' registration counters with headers
(14) 6'x30" skirted tables- white tops/grayskirt
3' high gray pipe and drape on sides
(14) wastebaskets
(25) task chairs

- HEADERS:
1- WIRELESS SUPPORT
2 -WIRELESS SUPPORT
3- HOUSING
4- HOUSING
5 – CERTIFICATE OF ATTENDANCE
6- CERTIFICATE OF ATTENDANCE
7- CERTIFICATE OF ATTENDANCE
8- CME
9 - MEMBERSHIP
10- MEMBERSHIP
11 - REGISTRATION ASSISTANCE
12- REGISTRATION ASSISTANCE
13- REGISTRATION ASSISTANCE
14- REGISTRATION ASSISTANCE
15 – RIBBON PICK-UP & LOST AND FOUND

Large storage area behind counters for storage.

Electrical - The Expo Group (TEG)

Ready By:
Wednesday, October 16, 2019 @ 12:00 PM

Note
Attendee Services:
(15) 20 amp circuits with power strips- one under each counter/kiosks.

Telecom - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 9:00 AM

Note
INTERNET:
CDS VLAN with drops to be located as listed below.

(1) Attendee Services (Registration Assistance counter)
(1) CDS VLAN drop for Certificate of Attendance

SfN Staff VLAN with drops to be located as below:

(1) drop with (4) additional IP addresses at the Housing Counters (3-4)
(1) drop at the Membership Counters (9-10)

PHONES:
Housing Counters (3-4)
(2) multi-lines with telephone and rollover, unrestricted, number per Telephone Roster.

Membership Counters/Kiosk (9-10)
(1) single line with telephone, local calls only, number per Telephone Roster

Lost & Found Counter (15)
(1) single line with telephone, unrestricted call, number per Telephone Roster

Computer - Atlantic Images & Sound - AV

Ready By:
Thursday, October 17, 2019 @ 3:00 PM

Note

Attendee Services -

Located at the Membership Counter

(2) Computers and monitors with Microsoft Windows 10 Pro, Office 2016 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped with USB ports.

(1) Printer

Located at the Housing Counter (3 & 4)

(1) Monitor and connection cables

Located at the Certificate of Attendance Counter (6)

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

AIS to network computers and printer

Saturday, October 19, 2019

8:00 AM - 10:00 AM

CAR Meeting

McCormick Place: S503b

Function Type: Meeting

Estimated Attendance: 26

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-AT200-M604

Contacts

Contact: Adam Katz

Logistics

General Notes - SfN

Ready By:

Thursday, October 17, 2019 @ 10:00 AM

Note

As Set on Thursday, October 17

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

(1) Data Projector with Cart

As Set:

(1) Screen

Audio/Visual - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

As Set:

(15) push to talk microphones

Computer - Atlantic Images & Sound - Computers

Ready By:

Saturday, October 19, 2019 @ 7:30 AM

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.

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 7:30 AM

Note

THE CLASSIC BREAKFAST @ \$34.00 per person
Display of Petite Muffins, Cinnamon Chip Scones and Banana Bread Served with House Made Seasonal Jam and Whipped Honey Butter
Seasonal Sliced Fruit with Berries and Honey Yogurt Dip
Soft Scrambled Eggs
Rosemary Roasted Red Skin Potatoes

Crisp Applewood Bacon
Country Style Pork Sausage Links
Orange Juice, Coffee, Decaffeinated Coffee and Hot Tea

All prices are subject to 21.5% service charge and 13% taxes

Saturday, October 19, 2019 - Tuesday, October 22, 2019

8:00 AM - 3:30 PM

Press Conference Room

McCormick Place: S501d

Function Type: Other

Estimated Attendance: 52

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MC200-P150

Contacts

Contact: Matt Windsor

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

As set on Thursday, October 17

Saturday, October 19, 2019 - Wednesday, October 23, 2019

8:00 AM - 5:00 PM

Press Interview Room

McCormick Place: S502a

Function Type: Other

Estimated Attendance: 10

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MC200-P150

Contacts

Contact: Matt Windsor

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 7:00 AM

Note

Hours: Sat, Oct 19 - Wed, Oct 23, 8:00am - 5:00pm

Saturday, October 19, 2019

8:00 AM - 5:00 PM

Press Room

McCormick Place: S501a, S501bc

Function Type: Office

Estimated Attendance: 75

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MC200-P150

Contacts

Contact: Matt Windsor

Logistics

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 7:30 AM

Note

Assorted Canned Sodas @ \$3.25 each charged on consumption.
NOT to exceed 100 per day

(10) gallons @ \$54.50 per gallon

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

Do NOT refresh once this is depleted

Plus 21.5% service charge and 13% sales taxes.

Saturday, October 19, 2019 - Wednesday, October 23, 2019

8:00 AM - 5:00 PM

Science Knows No Borders Room

McCormick Place: Science Knows No Borders Room - Hall A

Function Type: Office

Estimated Attendance: 5

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MO200-A201

Logistics

General Contractor - The Expo Group (TEG)

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

(1) banquet round for 8

(3) 6' tables

(3) chairs

Electrical - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 7:30 AM

Note

(1) electrical drop at table, per diagram

Saturday, October 19, 2019 - Wednesday, October 23, 2019

9:00 AM - 5:00 PM

Artechouse Exhibit

McCormick Place: Artechouse Exhibit - B1 Foyer

Function Type: Other

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: Yes

Logistics

General Notes - SfN

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

Information for this event will be provided on the first update.

Saturday, October 19, 2019 - Wednesday, October 23, 2019

9:00 AM - 6:00 PM

Go Airport Express Desk

McCormick Place

Function Type: Other
Room Set: See Diagram

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

Contacts

Contact: Jennifer Gross

Logistics

General Notes - SfN

Ready By:
Wednesday, October 16, 2019 @ 8:00 AM

Note
GoAirport Express Desk is located near Room N140.

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(1) 6' draped table
(2) Chairs
(1) Wastebasket

**Remain as set on an 24-hour basis through Wednesday,
October 23 at 5:00pm**

Electrical - The Expo Group (TEG)

Ready By:
Wednesday, October 16, 2019 @ 10:00 AM

Note
(1) 120v/15 amp drop

**Remain as set on a 24-hour basis through Wednesday,
October 23 at 7:00 pm**

Saturday, October 19, 2019

9:00 AM - 11:00 AM

PDW: Preparing for Your Career Away from the Bench: Essential Skills for Navigating Your Career Transition

McCormick Place: N227A, N227B

Function Type: Workshop

Estimated Attendance: 250

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Christine Corkran

Post: Yes

Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 9:00 AM

Note

Set room theater style for (264)

Set Banquet rounds for (120)

Set stage per diagram

Head table with (6) chairs on stage

(1) Standing lectern with light

(2) Easel outside of room

(1) Wastebasket

(1) Skirted 6' table and (2) chairs outside of room

NOTE: Riser in rear of room per diagram

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 10:00 AM

Note

(1) 6'x 24"x 42' table, white top/black skirt set perpendicular between head table and standing lectern.

NOTE: Place navy drape on stage for video recording

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 2:00 PM

Note

(2) Screens

(2) Data Projectors

(1) 4x1 switcher

(1) Digital Timer

NOTE: Stage lighting and up-lighting on a dimmer

****Remain as set through Wednesday, October 23 at 5 pm****

Audio/Visual - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 2:00 PM

Note

- (1) Lectern microphone
- (2) Table microphones at head table
- (2) floor microphones
- (1) DI at lectern (mic level) for computer playback

Audio to the camera riser. Audio connection should not be run next other cables.

NOTE: Audio tech required

****Remain as set on a 24-hour basis through Monday, Oct 21 at 2 pm****

Electrical - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note

- (1) 110v/20 amp circuit drop @ upstage
- (1) 110v/20 amp circuit drop @ camera platform
- (2) 110v/20 amp circuit drops, 1 @ each projector

****Remain as set through Wednesday, October 23 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

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.

Saturday, October 19, 2019

9:00 AM - 11:00 AM

PDW: Reproducibility for Everyone

McCormick Place: N228

Function Type: Workshop

Estimated Attendance: 488

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Christine Corkran

Post: Yes

Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 9:00 AM

Note

Set room theater style for (488)

Set stage per diagram

Head table with (6) chairs on stage

(1) Standing lectern with light

(2) Easel outside of room

(1) Wastebasket

(1) Skirted 6' table and (2) chairs outside of room

NOTE: Riser in rear of room per diagram

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 10:00 AM

Note

(1) 6'x 24"x 42' table, white top/black skirt set perpendicular between head table and standing lectern.

NOTE: Place navy drape on stage for video recording

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 2:00 PM

Note

(1) Screens

(1) Data Projectors

(1) 4x1 switcher

(1) Digital Timer

NOTE: Stage lighting and up-lighting on a dimmer

****Remain as set through Wednesday, October 23 at 5 pm****

Audio/Visual - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 2:00 PM

Note

- (1) Lectern microphone
- (2) Table microphones at head table
- (2) floor microphones
- (1) DI at lectern (mic level) for computer playback

Audio to the camera riser. Audio connection should not be run next other cables.

NOTE: Audio tech required

****Remain as set on a 24-hour basis through Monday, Oct 21 at 2 pm****

Audio/Visual - Vendor - Other

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

Note

****Session will be video recorded****

SEE RECORDING SPREADSHEET FOR DETAILS

To be recorded by M2.

Electrical - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note

- (1) 110v/20 amp circuit drop @ upstage
- (1) 110v/20 amp circuit drop @ camera platform
- (1) 110v/20 amp circuit drop @ projector

****Remain as set through Wednesday, October 23 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

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.

Saturday, October 19, 2019

10:00 AM - 11:00 AM

NSP Focus Group

McCormick Place: N128

Function Type: Meeting

Estimated Attendance: 10

Set For: 16

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MP300-G305

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 9:00 AM

Note

As set on Thursday, 10/17

Saturday, October 19, 2019

11:00 AM - 1:00 PM

DIALOGUES BETWEEN NEUROSCIENCE AND SOCIETY #1

McCormick Place: Hall B1

Function Type: Lecture

Set For: 9000

Room Set: Theater

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, October 19, 2019 @ 10:00 AM

Note

Please raise the house lights slightly at the beginning the Q & A session.

Setup - McCormick Place

Ready By:

Wednesday, October 16, 2019 @ 4:00 PM

Note

(1) 36'x16'x40" Stage

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

(1) Standing Lectern with light - NOT PRESIDENTIAL PODIUM

Set Room theater style for 9000 as diagrammed

Water service for podium

Remain as set on an 24-hour basis through Wednesday, October 23 at 5:00pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 4:00 PM

Note

Stage:

Provide (2) comfy chairs and a nice cocktail table

Carpet stage

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

(1) 6'x 24"x 42" table, white top/black skirt set perpendicular to podium.

(1) low cocktail round for awards

High Black 30' Velor Drape behind the stage and a little beyond.

Please use 8' drape around the room, may also use vinyl.

Cover windows at rear of room (west wall) to avoid problems with flown screens in the back. The measurements are 17 feet from the top of the window to the top of the ledge.

Will need caution tape to tape off front side sections of the seating during smaller daytime lectures.

Pipe and drape AV Booth per John Berry, please use black drape.

AV CONTROL ROOM - area behind stage, see diagram for exact location and size - Black drape area
Close Caption Area - (1) 6' table & (2) chairs
Teleprompter Area - (1) 6' table & (1) chair

FLORAL

Ferns/Flowers on Stage - please make pretty.
(8) Cat Palms plants

GREEN ROOM

Build room with door per diagram
Sofa, (2) side tables, (2) chairs and coffee table (2) Lamps

B1 - GRAND CONCOURSE LOBBY - Please drop a runner of the Blue Jay carpet going into Hall B1

Blue Jay carpet throughout the hall.

Remain as set on an 24-hour basis through Wednesday, October 23 at 5:00pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 4:00 PM

Note

Hall B Video Projection
4 13'x24' screens (floor program screens)
4 11'x20' stumpfl screens (flown delay screens)
2 11'x20' stumpfl screens (imag flown screen)
40 10'(12"x12")Box Truss (delay screens + imag)
8 5'(12"x12") Box Truss (delay screens + imag)
8 (12"x12") Corner Blocks (delay screens + imag)
2 10'(12"x12")Box Truss (Used for Neuro color logo)
2 (12"x12") Corner Blocks (used for Neuro color logo)
26 1 Ton Motors
1 Panasonic HD DLP Proj. (used for Neuro logo)
Projector Flyware
2 55" Samsung MD55C LED Monitor
1 Jelco EZ Tilt Monitor Stand
10 Panasonic PT-RZ12KU HD Projector
4 48" video carts
1 Sony HXC-100 HD Color Camera
1 Sachtler V-18 Tripod Package
1 Canon KJ20x8.2B IRSD HD Zoom Lens w/2x
1 Sony HXC-100 HD Color Camera
1 Sachtler V-18 Tripod Package
1 Canon KJ20x8.2B IRSD HD Zoom Lens w/2x

1 Nutech Power Distro needed for video
 (included Nutech DH1000F L21-30 doghouses)
 (included all L21-30,L630 ac extension cables,etc)
 7 AJA KiPro Media Recorder
 14 AJA KiPro 500GB HDD Storage Drive
 1 Tektronix WFM-1760 Waveform Vectorscope
 1 Barco FSN 1400 Switcher Package
 1 Barco FSN-150 Compact Controller
 1 Barco FSN 1400 Switcher Package SPARE
 12 AJA hi5 HD-SDI/SDI to HDMI Video/Audio Conv.
 1 Kramer VM-4HDCP XL 1x4 DVI DA
 3 Samsung UN32D4000 32" LED Monitor
 6 100m DVI (m-m) Fibrer Optic Cable
 2 Decimator MD-Quad 3G/HD/SD-SDI Quad Split
 20 BNC Barrel (f-f)
 6 AJA HD10DA 1x6 Relocking HDSDI DA Dist.Amp
 4 Folsom ImagePRO-II Processor
 3 Aja FIDO-T-ST Single Channel HD/SDI/3G
 3 1000' TAC 12 ST/Single Mode Fiber Cable
 12 BlackMagic 1x8 3G (Level B) Locking HDSDI DA
 1 Midas Venice 160 16-channel Audio Mixer
 1 16 Space Engineering Rack
 1 Sony MDR-7506 Stereo Headphones
 4 Marshall V-R841DP-AFHD 8.4" HD LCD Monitor
 2 Ariel Scissor Lift
 2 2TB Hard Drive - PK
 25 Thumb Drives for recordings
 1 MacBook Pro Laptop Computer
 1 Mac PlayBackPro USB Software Key
 2 Lenovo T450 I7 L

Ready By:
Thursday, October 17, 2019 @ 4:00 PM

Note
 Hall B Lighting
 1 High End Road Hog 4 Console
 1 ETC Sensor 48x2 4k Dimmer Rack
 26 ETC S4 Par, 750w - Black Barndoors: S4
 12 10' (12"x12")Box Truss Lighting plus cable run off
 1 (12"x12") Corner Blocks (used for Neuro color logo)
 1 Misc Supplies (socco,fan outs, dmx, etc)
 10 Lighting (1) Ton Motors
 5 Black Encore: 15'w x 30'h drape
 10 Chauvet LED Par38 w/floor stands

Ready By:
Thursday, October 17, 2019 @ 4:00 PM

Note
 Hall B Audio
 1 Yamaha CL5 Digital Console
 24 JBL VRX932 Line Array Speakers
 24 JBL VerTec 4886 Line Array Speaker
 8 JBL AC26 Front Fill Speakers
 1 Assisted listening system (tx + 4 belt packs)
 2 Earthworks fm500 low profile podium mic
 1 Shure sm58s vov mic
 4 UHFR UR4D Handheld mic system
 4 UHFR UR4D Lavalier mic system motors
 3 DI's for PC
 1 Telex btr800 system
 1 Production intercom ms200/msm2
 6 Production intercom bp-1/smh710
 1 battery stock

1 professional snake system
1 professional power distro system incl

(4) Floor Mics for Dialogues only

Ready By:
Thursday, October 17, 2019 @ 4:00 PM

Note
Closed Captioning:
(2) monitors to view the speaker
(2) monitors to view the power point presentation
(1) XLR feed
(2) Connections to an encoder via HDMI
(4) 6' tables to accommodate the (4) monitors & (2) laptops that will display the RTC text
Power cord(s) for laptop and transcription machine

Audio/Visual - Vendor - Other

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
Teleprompter will be installed at lectern

Electrical - The Expo Group (TEG)

Ready By:
Wednesday, October 16, 2019 @ 4:00 PM

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

Drop electrical behind the stage.

NO DROPS NEEDED under screens

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

Remain as set on an 24-hour basis through Wednesday, October 23 at 5:00pm

Food And Beverage - Savor

Ready By:
Saturday, October 19, 2019 @ 9:00 AM

Note
(3) Cases of bottled water at podium for the week
Please provide (1) drinking glass for all other presentations.

Service :10:15am - 1:30pm
GREEN ROOM - located in a built room behind the stage - see diagram

Small Beverage Service
\$54.50 per gallon
Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas

Bottled Water @ \$3.25 each, charged on consumption
Assorted Sodas @ \$3.25 each, charged on consumption

Plus 21.50% service charge and 10.50% sales taxes.

Saturday, October 19, 2019

11:30 AM - 2:30 PM

Staff Meal Room -Saturday

McCormick Place: Staff Meal Room - Hall A

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

Contacts

Contact: Christine Corkran

Logistics

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 11:15 AM

Note

Replenish as needed throughout the day:
(1) Water cooler with disposable cups

Morning Service from 7:00 – 9:00 am:

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$54.50++ per gallon
Refresh as needed until 9:00 am

Lunch Service from 11:30am – 2:00 pm:

Tuscan Trattoria Buffet at \$37.00 per person

Vegetable Minestrone Soup

SALAD BAR: Mixed Greens, Grape Tomatoes, Shredded Carrots, Broccoli Florets, Green Peas, Shredded Cheddar, Crumbled Bleu Cheese, Chopped Applewood Bacon and House Made Croutons, Oil & Vinegar, Ranch Dressing, Bleu Cheese Dressing and Balsamic Vinaigrette

Tri Color Tortellini Salad with Roasted Vegetables & Creamy Pesto Dressing

Italian Sausage and Red Wine Braised Peppers

Farfalle Pasta with Roasted Tomato, Basil and Alfredo Sauce

Sautéed Italian Greens Beans with Shallots, Tomatoes & Balsamic

Mini Cannolis

Lemon Ricotta Cookies

Assorted Canned Soda (70% diet) @ \$3.25++ each, charged on consumption

Please have Coke products available

Plus 21.50% service charge and 13% sales taxes.

Saturday, October 19, 2019

12:00 PM - 2:00 PM

PDW: Imposter Syndrome: Confronting the Career Development Monster Hiding Under the Bed

McCormick Place: N228

Function Type: Workshop
Estimated Attendance: 500
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Christine Corkran
Post: Yes
Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

General Notes - SfN

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

Note
As set on Saturday, October 19 at 9 am.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

Note
NOTE: Stage lighting and up-lighting on a dimmer

Audio/Visual - Vendor - Other

Ready By:
Saturday, October 19, 2019 @ 8:00 AM

Note
Session will be video recorded

SEE RECORDING SPREADSHEET FOR DETAILS

To be recorded by M2.

Saturday, October 19, 2019

12:00 PM - 2:00 PM

PDW: Integrating Research and Teaching at Primarily Undergraduate Institutions

McCormick Place: N227A, N227B

Function Type: Workshop

Estimated Attendance: 250

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Christine Corkran

Post: Yes

Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

As set on Saturday, October 19 at 9 am.

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Activity Correlations and Coding #17

McCormick Place: S402a, S402b

Function Type: Nanosymposium

Set For: 400

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

Preset stage and head table on Thursday, 10/17

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (412)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 12:00 PM

Note

Preset screen on Thurs, 10/17

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

Remain as set through Wednesday, October 23 at 5 pm

(1) Laser Pointers

(1) Projectionist

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019 - Wednesday, October 23, 2019

1:00 PM - 5:00 PM

Dynamic Posters

McCormick Place: Dynamic Posters - Hall A

Function Type: Posters
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Allison Morrow
Post: Yes
Cost Center: A-MA200-A135

Logistics

General Notes - SfN

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
Hours: Sat, Oct. 19, 1:00pm - 5:00pm
Sun, Oct. 20 - Wed, Oct. 23, 8:00am - 12pm & 1:00pm - 5pm

General Contractor - The Expo Group (TEG)

Ready By:
Friday, October 18, 2019 @ 12:00 PM

Note
(15) bar stools, (1) at each Dynamic Poster Location

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Friday, October 18, 2019 @ 11:00 AM

Note
(15) 55" LCD screens with 16:9 aspect ratio, see diagram for exact location

(15) Stands for screen and laptop

NOTE: (2) Designated technicians to assist presenters

Remain as set on a 24-hour basis through Wednesday, October 23 at 5:00pm

Electrical - The Expo Group (TEG)

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note
(15) Electrical drops for HD screens and laptops, (1) at each Dynamic Poster area

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Effects of Parenting and Disease on Human and Non-Human Primate Brain Development #11

McCormick Place: N427A, N427BC, N427D

Function Type: Nanosymposium

Estimated Attendance: 1000

Set For: 650

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 1:00 PM

Note

Note: Room has a chance of overcrowding.

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.
Skirted Head table with (3) chairs
Set room theater style for (650)
(1) Standing lectern with light stage left
Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5:00 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5:00 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram
(2) Data/video projectors w/cart
(1) 4x1 Switcher
(1) Laser Pointers
(1) Projectionist
(1) Digital Timer
(1) Confidence Monitor

Remain as set through Wednesday, October 23 at 5:00 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone at head table, leave slack so mic can be moved
- (2) Floor microphones
- (1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5:00 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (2) 110V, 20amp drops, (1) at each projector
- (1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5:00 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5:00 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Emerging Insights in Huntington's Disease Research: Pathological Mechanisms and Therapeutic Approaches #16

McCormick Place: S405a, S405b

Function Type: Nanosymposium

Estimated Attendance: 300

Set For: 380

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (380)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

High Density Neural Recordings #20

McCormick Place: S103a, S103bc, S103d

Function Type: Nanosymposium

Estimated Attendance: 700

Set For: 685

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 1:00 PM

Note

Note: Room has a chance of overcrowding.

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

Preset stage and head table Thu, 10/17

Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (685)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(1) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - The Expo Group (TEG)

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

In Vivo Studies of Stem Cell Fate #10

McCormick Place: S404a, S404bc, S404d

Function Type: Nanosymposium

Estimated Attendance: 500

Set For: 600

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (610)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Saturday, October 19, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone at head table, leave slack so mic can be moved
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, October 23 at 5 pm****

Electrical - The Expo Group (TEG)

Ready By:
Saturday, October 19, 2019 @ 10:00 AM

Note

- (1) 110V, 20amp drop at projector
- (1) 110V, 20amp drop at stage

****Remain as set through Wednesday, October 23 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

****Remain as set through Wednesday, October 23 at 5 pm****

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Microglial Control of Brain Development and Function #13

McCormick Place: S106a, S106b

Function Type: Nanosymposium

Estimated Attendance: 450

Set For: 490

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

Preset stage and head table on Thu. 10/17

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (496)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(1) Screen

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(2) 110V, 20amp drops, (1) at each projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Neural Circuits, Memory, and Emotion #18

McCormick Place: S403a, S403b

Function Type: Nanosymposium

Estimated Attendance: 250

Set For: 380

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (390)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Friday, October 18, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, October 18, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Table microphone at head table, leave slack so mic can be moved
- (2) Floor microphones
- (1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - The Expo Group (TEG)

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (1) 110V, 20amp drop at projector
- (1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Neural Excitability: Regulating Synaptic Properties and Plasticity #12

McCormick Place: N426A, N426B, N426C

Function Type: Nanosymposium

Estimated Attendance: 400

Set For: 610

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (620)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram

(2) Data/video projectors w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

(1) Confidence Monitor

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

****Remain as set through Wednesday, October 23 at 5 pm****

Electrical - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(2) 110V, 20amp drops, (1) at each projectors
(1) 110V, 20amp drop at stage

****Remain as set through Wednesday, October 23 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

****Remain as set through Wednesday, October 23 at 5 pm****

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Neurodegeneration and Injury I #15

McCormick Place: S401a, S401bc, S401d

Function Type: Nanosymposium

Estimated Attendance: 500

Set For: 600

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

Preset stage and head table Thu. 10/17

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (608)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Friday, October 18, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, October 18, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019 - Wednesday, October 23, 2019

1:00 PM - 5:00 PM

Poster Sessions

McCormick Place: Poster Session - Hall A

Function Type: Posters
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Allison Burns
Post: Yes
Cost Center: A-MA200-P135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:
Saturday, October 19, 2019 @ 1:00 PM

Note
Hours:
Sat, Oct. 19, 1:00 pm – 5:00 pm
Sun, Oct. 20 – Wed, Oct. 23, 8:00 am–12:00 pm & 1:00 pm–5:00 pm

Setup - McCormick Place

Ready By:
Friday, October 18, 2019 @ 12:00 PM

Note
Set and place 1,000 chairs in groups of four throughout the poster floor. Ensure that there are chairs in every poster aisle, with multiple sets in the longer aisles.

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 3:00 PM

Note
Install Blue Jay 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

(1479) Poster board faces

Poster signs on each board
(90,000) Push pins
(1,800) Small Dixie Cups

(5) Registration counters for poster attendants per diagram (1) at each station
Header to read: ABSTRACT LOCATOR

(2) Chairs at each station
(1) Wastebasket at each station
(5) 42" high draped tables. (1) at each station for abstract locator

terminals

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 attachments tab for additional requirements.

Remain as set on a 24-hour basis through Wednesday, Oct. 23 at 5:00 pm

Electrical - The Expo Group (TEG)

Ready By:
Thursday, October 17, 2019 @ 1:00 PM

Note

Electrical for (1) computer at each of the five Poster Locator stations.

Electrical orders at individual posters boards will come on a separate order.

Remain as set on a 24-hour basis through Wednesday, Oct. 23 at 5:00 pm

Telecom - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 4:00 PM

Note

(5) VLAN drops
(1) at each Abstract Locator station, see diagram for locations.

AIS staff to network computers.

Remain as set on a 24-hour basis through Wednesday, Oct. 23 at 5:00 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Friday, October 18, 2019 @ 12:00 PM

Note

(5) Computers (1 per Abstract Locator station) and monitors with Microsoft Windows 10 Pro, Office 2016 Pro, Adobe Acrobat Reader, Quicktime and Flash Software. Must be equipped USB ports. Please also have IE and Google Chrome.

AIS staff to network computers.

NOTE: Make sure computer CPU at abstract locators are not attendee accessible. This should be under tables and hidden. Staff may need to access if problems arise.

NOTE: SfN to configure computers to only access www.sfn.org/NMP.

Remain as set on a 24-hour basis through Wednesday, Oct. 23 at 5:00 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Proteome Dysfunction in Aging, Neurodegenerative Disorders, and Alzheimer's Disease #14

McCormick Place: S104a, S104b

Function Type: Nanosymposium

Estimated Attendance: 350

Set For: 380

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

- (1) Set stage per diagram.
- (1) Skirted Head table with (3) chairs
- Set room theater style for (389)
- (1) Standing lectern with light stage left
- Lights: preset room lights out over screen

****Remain as set through Wednesday, October 23 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

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

****Remain as set through Wednesday, October 23 at 5 pm****

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:00 PM - 5:00 PM

Social Cognition: Behavior and Neural Mechanisms I #19

McCormick Place: S505a, S505b

Function Type: Nanosymposium

Estimated Attendance: 250

Set For: 275

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.

(1) Skirted Head table with (3) chairs

Set room theater style for (180)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Digital Timer

(1) Laser Pointers

(1) Projectionist

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Table microphone at head table, leave slack so mic can be moved
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note
(1) 110V, 20amp drop at projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:15 PM - 2:15 PM

Council Lunch w/ Dialogues Speaker

McCormick Place: N136

Function Type: Other

Estimated Attendance: 50

Set For: 50

Room Set: Reception

Billing Group: SfN Master

Meeting Planner: Paula Kara

Post: No

Cost Center: A-MA200-A130

Contacts

Contact: Julia Pergande

Logistics

Setup - McCormick Place

Ready By:

Friday, October 18, 2019 @ 5:00 PM

Note

VIP Event

Set reception style with a combination of high and low cocktail rounds with chairs and seating for 50.

Please use black linens and votives, if possible

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 1:00 PM

Note

VIP Event - China Service

Please set up in stations rather than one long buffet.

Working with Savor on a custom menu.

Include bottles of red & white wine, estimate 5.

Assorted sodas & bottled water, charged on consumption.

Saturday, October 19, 2019

1:30 PM - 4:00 PM

BRAIN Initiative: Cutting-Edge Tools and Resources for the Community #7

McCormick Place: S406a

Function Type: Minisymposium

Set For: 1110

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.
Skirted Head table with (6) chairs
(1) Chair on side of head table

Set room theater style for (1110)
(1) Standing lectern with light stage left
Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram
(2) Data/video projectors w/cart
(1) 4x1 Switcher
(1) Laser Pointers
(1) Projectionist
(1) Digital Timer

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Handheld wireless microphone on a stand at head table
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(2) 110V, 20amp drops, (1) at each projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:30 PM - 4:00 PM

Brain Mechanisms of Concept Learning #6

McCormick Place: S105a, S105bc, S105d

Function Type: Minisymposium

Set For: 840

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.
Skirted Head table with (6) chairs
(1) Chair on side of head table

Set room theater style for (840)
(1) Standing lectern with light stage left
Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram
(2) Data/video projectors w/cart
(1) 4x1 Switcher
(1) Laser Pointers
(1) Projectionist
(1) Digital Timer
(1) Confidence Monitor

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Handheld Wireless microphone on a stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

****Remain as set through Wednesday, October 23 at 5 pm****

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (2) 110V, 20amp drops, (1) at each projector
- (1) 110V, 20amp drop at stage

****Remain as set through Wednesday, October 23 at 5 pm****

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

****Remain as set through Wednesday, October 23 at 5 pm****

Saturday, October 19, 2019

1:30 PM - 4:00 PM

Epigenetic Mechanisms: Shared Pathology Across Brain Disorders #2

McCormick Place: S100A

Function Type: Symposium

Set For: 1200

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

Stage and head table set on Thurs 10/17

(1) Set stage per diagram

Skirted head table with (6) chairs

(1) Chair on side of head table

Set room theater style for (1225)

(1) Standing lecture with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram

(2) Data/video projectors w/cart

(1) 4x1 Switcher

(1) Laser Pointers

(1) Projectionist

(1) Digital Timer

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Handheld Wireless microphone on a stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (1) 110V, 20 amp drop at stage
- (2) 110V, 20 amp drops, (1) at each projector

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:30 PM - 4:00 PM

Gain Control in the Sensorimotor System: From Neural Circuit Organization to Behavioral Function #4

McCormick Place: S406b

Function Type: Minisymposium

Set For: 640

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 8:00 AM

Note

(1) Set stage per diagram.
Skirted Head table with (6) chairs
(1) Chair on side of head table

Set room theater style for (640)
(1) Standing lectern with light stage left
Lights: preset room lights out over screen

****Remain as set through Wednesday, October 23 at 5 pm****

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm****

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

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

****Remain as set through Wednesday, October 23 at 5 pm****

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note
(1) Lectern microphone
(1) Handheld Wireless microphone on a stand at head table
(2) Floor microphones
(1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Thursday, October 17, 2019 @ 10:00 AM

Note
(2) 110V, 20amp drops (1) at each projector
(1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:30 PM - 4:00 PM

New Insights in Understanding Fragile X Syndrome (FXS): Focus on Neural Development in Human Models and Non-Neuron Glial Cells #3

McCormick Place: S100BC

Function Type: Minisymposium

Set For: 1200

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

Set stage and head table on Thursday, 10/17

(1) Set stage per diagram.

Skirted Head table with (6) chairs

(1) Chair on side of head table

Set room theater style for (1228)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 12:00 PM

Note

(2) Screens, set per diagram

(2) Data/video projectors w/cart

(1) 4x1 Switcher

(1) Laser Pointers

(1) Projectionist

(1) Digital Timer

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Handheld Wireless microphone on a stand at head table
- (2) Floor microphones
- (1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (2) 110V, 20amp drops, (1) at each projector
- (1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

1:30 PM - 4:00 PM

Sex Differences in Drug Craving and Addiction-Like Behaviors in Rodent Models #5

McCormick Place: S102a, S102bc, S102d

Function Type: Minisymposium

Set For: 695

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

Setup - McCormick Place

Ready By:

Friday, October 18, 2019 @ 8:00 AM

Note

Preset Stage and head table on Thursday, 10/17

(1) Set stage per diagram.

Skirted Head table with (6) chairs

(1) Chair on side of head table

Set room theater style for (695)

(1) Standing lectern with light stage left

Lights: preset room lights out over screen

Remain as set through Wednesday, October 23 at 5 pm

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 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, October 23 at 5 pm

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 12:00 PM

Note

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

(1) Laser Pointers

(1) Projectionist

(1) Digital Timer

Remain as set through Wednesday, October 23 at 5 pm

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 12:00 PM

Note

- (1) Lectern microphone
- (1) Handheld Wireless microphone on a stand at head table
- (1) Floor microphones
- (1) DI under 6' table for computer

Remain as set through Wednesday, October 23 at 5 pm

Electrical - McCormick Place

Ready By:
Friday, October 18, 2019 @ 10:00 AM

Note

- (1) 110V, 20amp drop at projector
- (1) 110V, 20amp drop at stage

Remain as set through Wednesday, October 23 at 5 pm

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 12:00 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.

Remain as set through Wednesday, October 23 at 5 pm

Saturday, October 19, 2019

2:00 PM - 3:10 PM

SPECIAL LECTURE- Neuronal Activity-Dependent Myelination: A Mechanism for Learning and Repair? #8

McCormick Place: Hall B1

Function Type: Lecture

Set For: 9000

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

As set Saturday, Oct. 19 at 11:00am.

Saturday, October 19, 2019

2:30 PM - 4:00 PM

Brain Awareness Campaign Event

McCormick Place: N226, North Level 2 Mezzanine

Function Type: Workshop

Estimated Attendance: 300

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-NL200-A106

Contacts

Contact: Linnie Fein-Schaffer

Logistics

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 3:00 PM

Note

Set stage and room per diagram

(1) Standing Lectern on stage

Head Table for (4) on stage

Set front or room theater style for 100 - space the rows of chairs with extra room between, to allow for people to walk through the rows while others are sitting.

High Cocktail Tables w/o seats in rear of the room

Place items below outside of N226

(1) Skirted 6' tables with (1) chair outside room on left

(1) Skirted 6' tables with (1) chair outside room on right

(1) Easels

(2) Wastebasket at registration tables

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, October 17, 2019 @ 3:00 PM

Note

This event will use 42 poster faces in North Level 2 Mezzanine Lobby

(1) Skirted 6' table & (1) Chair next to poster #42.

Please provide push pins and dixie cups for the posters

Rope & Stanchion to block access to posters.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 1:00 PM

Note

(1) Data Video Projector

(1) Screen

(1) Switcher

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 1:30 PM

Note
(1) Wireless hand held Microphone at lectern
Computer audio required.

Computer - Atlantic Images & Sound - Computers

Ready By:
Saturday, October 19, 2019 @ 1:30 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.

Saturday, October 19, 2019

3:00 PM - 5:00 PM

PDW: Getting Creative with Course-Based Research Experiences to Enhance Scholarship and Generate Publishable Data

McCormick Place: N227A, N227B

Function Type: Workshop

Estimated Attendance: 250

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Christine Corkran

Post: Yes

Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

As set on Saturday, October 19 at 9 am.

Saturday, October 19, 2019

3:00 PM - 5:00 PM

PDW: How to Thrive as a Woman in Neuroscience

McCormick Place: N228

Function Type: Workshop

Estimated Attendance: 500

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Christine Corkran

Post: Yes

Cost Center: A-MP200-A168

Contacts

Contact: Vlera Kojcini

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

As set on Saturday, October 19 at 9 am.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

NOTE: Stage lighting and up-lighting on a dimmer

Audio/Visual - Vendor - Other

Ready By:

Saturday, October 19, 2019 @ 8:00 AM

Note

Session will be video recorded

SEE RECORDING SPREADSHEET FOR DETAILS

To be recorded by M2.

Saturday, October 19, 2019

3:15 PM - 4:30 PM

Awards and Honors Revocation Policy Working Group

McCormick Place: S503b

Function Type: Meeting

Estimated Attendance: 8

Room Set: Conference

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-OV200-A140

Contacts

Contact: Julia Pergande

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 2:00 PM

Note

As Set on Thursday, October 17

Audio/Visual - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 2:00 PM

Note

This group will not use the microphones

Saturday, October 19, 2019

4:00 PM - 5:00 PM

NSP Focus Group

McCormick Place: N128

Function Type: Meeting

Estimated Attendance: 10

Set For: 16

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MP300-G305

Contacts

Contact: Cashen Almstead

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 3:00 PM

Note

As set on Thursday, 10/17

Saturday, October 19, 2019

5:15 PM - 6:30 PM

PRESIDENTIAL SPECIAL LECTURE- From Base Pairs to Bedside: Antisense Modulators of RNA Splicing to Treat Neurological Diseases #9

McCormick Place: Hall B1

Function Type: Lecture

Set For: 9000

Room Set: Theater

Billing Group: SfN Master

Meeting Planner: Allison Morrow

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

As set Saturday, Oct. 19 at 11:00am.

Saturday, October 19, 2019

6:30 PM - 9:30 PM

Diversity, Int'l Fellows and Trainee Prof Dev Awards Poster Sessions & Networking Event

McCormick Place: Joint Poster Session - Hall A

Function Type: Posters

Estimated Attendance: 600

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-MP200-A166

Contacts

Contact: Kelsey King

Logistics

General Notes - SfN

Ready By:

Saturday, October 19, 2019 @ 6:00 PM

Note

Diversity Fellows, Int'l Fellows and Trainee Prof. Dev. Awards Recipients Poster Sessions Sat, Oct 19, 6:30 pm - 8:30pm

Networking Event, Sat, Oct 19, 7:30 pm - 9:30pm

Setup - McCormick Place

Ready By:

Thursday, October 17, 2019 @ 12:00 PM

Note

NETWORKING AREA

Set area per diagram

(1) Easel

(1) 6' skirted with (2) Chairs at entrance

(30) Banquet rounds for 10 with table card holders

At 5 pm ON SATURDAY:

Hall A Entrance

(2) Easels, (1) at each area

(2) 6' skirted tables with (4) chairs for Diversity check in

(1) 6' skirted tables with (2) chairs for International check in

Main Aisle

(2) easels

POSTER AREAS

(3) Easels, (1) at each area

(2) 6' skirted tables with (4) chairs for TPDA Check in

Tables for food and beverages areas, see diagram for locations.

Leave sufficient room for food & beverage by each poster area

General Contractor - The Expo Group (TEG)

Ready By:
Friday, October 18, 2019 @ 5:00 PM

Note
(80) Poster Board Faces - International Poster Session, using existing poster rows Q, R, S, T

(200) Poster Board Faces - Diversity Poster Session, using existing poster rows L, M, N, O, P

(210) Poster Board Faces - Trainee Prof. Dev. Awards Poster Session, using existing poster rows G, H, I, J, and K

8' high drape separating each poster area as indicated on the diagram

NOTE: Poster sessions will use existing poster board numbers

At 5 pm, place 3' drape from:
Booth 1073 to Dynamic Poster 11
Booth 873 to the beginning of row E

At 5 pm, place rope and Stanchion from:
Around Art of Neuroscience area
Hall A entrance to exhibit entrance near Attendee Services

Remove all pipe and drape & rope and Stanchion after these sessions end and before the next morning's activities.

Please also provide (2400 pins, 600 cups), this will be for all three poster areas. Please place at the 6ft skirted tables.

Audio/Visual - McCormick Place

Ready By:
Saturday, October 19, 2019 @ 5:00 PM

Note
(1) Handheld Wireless Microphone for the Networking Area - at 30 banquet rounds

Other - Summit Services

Ready By:
Saturday, October 19, 2019 @ 5:30 PM

Note
Security around the exhibit hall in the main aisle and behind posters and near dynamic posters 4 and 9

Note: Caution tape will be around the perimeter of the hall.

Attendees are not permitted in the exhibit area.

Food And Beverage - Savor

Ready By:
Saturday, October 19, 2019 @ 6:15 PM

Note
F&B for Poster Areas - food ready by 6:15pm. Set F&B per diagram.

Deluxe Imported & Domestic Cheese Platter
Chef's Selection of Imported & Domestic Cheeses with Seasonal Fresh Fruit, Almonds, Dried Apricots, Sourdough Baguettes & Crackers
Large Platter Serves 50 - \$440
International - (1) Medium Platter at \$220
Trainee Professional Development - (2) Large Platters

Diversity - (2) Large Platters

Deluxe Crudites & Dip Platter

Selection of Seasonal Fresh Vegetables

Green Goddess Dip & Red Pepper Hummus

Large Platter Serves 50 - \$350

International (1) Medium Platter at \$180

Trainee Professional Development - (2) Large Platters

Diversity - (2) Large Platters

Creole Cajun Turkey Breast

Cajun Remoulade & Honey Mustard

Honey Corn Bread Muffins

Black Eyed Pea Salad

Vegetable Jambalaya

\$16 per person

International (50)

Trainee Professional Development (200)

Diversity (175)

LONE STAR BBQ SHACK

Dixie Cole Slaw

Bourbon & Brown Sugar Pulled Pork Slider

House Smoked Beef Brisket Sliders

Poblano Chile & Portobello Mushroom Quesadillas

SAUCE BAR: House Made BBQ & Salsa

Smoky Bourbon & Brown Sugar

Memphis Style Fire Starter

Carolina Gold Mustard & Black Pepper

Alabama White Green Chile Lime Salsa

\$18 per person

International (50)

Trainee Professional Development (215)

Diversity (190)

ITALIAN VILLAGE

Italian Chopped Salad with Romaine, Tomato, Cucumber,
Garbanzo Beans, Cherry Peppers, Provolone & Italian Dressing

Warm Spinach, Artichoke, & Roasted Tomato Dip

Petite Cheese, Eggplant, & Mushroom Calzones

Italian Sausage & Peppers with rolls

\$16 per person

International (50)

Trainee Professional Development (215)

Diversity (190)

Beverage Service: DO NOT put out more than 1,200

sodas/waters totals during the event

Bottled Water @ \$3.25 each

Sodas @ \$3.25 each

Saturday, October 19, 2019

6:30 PM - 9:30 PM

g.tec Brain-Computer Interface (BCI) Workshop

McCormick Place: N230B

Function Type: Satellite

Estimated Attendance: 100

Room Set: As Set

Billing Group: Bill Organizer Directly

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 - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

As set on Sunday, October 20 at 1 p.m.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Organizer is bringing his own computer.

Audio/Visual - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Organizer will use the preset item:
(1) Lectern microphone

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Please contact satellite organizer directly for food and beverage requirements.

Organizer to pay Savor directly for all f&b charges.

Saturday, October 19, 2019

6:30 PM - 9:00 PM

Machine Learning in Quantitative Stereology and Neurohistology

McCormick Place: N227A, N227B

Function Type: Satellite

Estimated Attendance: 100

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: Daniel Peterson

Organizer Email: daniel.peterson@rosalindfranklin.edu

Logistics

Setup - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

As set on Saturday, October 19 at 9 a.m.

Add:

(2) 6' Skirted registration tables w/(2) chairs each outside of room

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Organizer will use the preset items:

(1) Screen

(1) Data Projector w/cart

Audio/Visual - McCormick Place

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Organizer will use the preset items:

(1) Lectern microphone

(1) Table microphone

(2) Floor microphones

Computer audio required

Food And Beverage - Savor

Ready By:

Saturday, October 19, 2019 @ 5:30 PM

Note

Please contact satellite organizer directly for food and beverage requirements.

Organizer to pay Savor directly for all f&b charges.
