

Monday, November 7, 2022 - Saturday, November 12, 2022

8:00 AM - 6:00 PM

Exhibit Hall Move In

SDCC: Halls B-H

Function Type: Exhibits

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MO200-A705

Contacts

Contact: Allison Burns

Logistics

General Notes - SfN

Ready By:

Wednesday, November 9, 2022 @ 8:00 AM

Note

DECORATOR MOVE-IN

Mon, Nov. 7 - Sat., Nov. 8

EXHIBITOR MOVE-IN

Wed, Nov. 9 - Sat, Nov. 12, 8:00am - 6:00pm

Setup - Lincoln Security

Ready By:

Monday, November 7, 2022 @ 6:00 AM

Ends On:

Saturday, November 12, 2022 @ 6:00 PM

Note

OCTOBER 31 UPDATE

All labor must come through the Service Contractors entrance behind the building behind Hall C. If you have an event badge you do not come through this entrance but through the front instead (including staff and exhibitors).

NOTE: Wristbands provided by SDCC to be handed out at the Service Contractors entrance by Lincoln Security.

General Contractor - The Expo Group (TEG)

Ready By:

Monday, November 7, 2022 @ 12:00 PM

Note

(5) Electric Carts

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

SfN #1

SfN #2

SfN #3

SfN #4

SfN Floor Manager

Ready By:
Tuesday, November 8, 2022 @ 5:00 PM

Note

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

CARPET:

Blue carpet in exhibit aisles

Blue Jay carpet in poster areas

Set 10 X 10 booths as follows:

White Back drape

Gold Side rail

SIGNS:

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

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

CAUTION TAPE:

Please cordon off the aisles into three sections (see diagram).

Aisles 100 - 800, Aisles 900-2300, and Aisles 2400 - 3400 (Note: may need to do a few more sections with the way the floor is angled)

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

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

Other - San Diego Convention Center

Ready By:
Saturday, November 12, 2022 @ 9:30 PM

Note

Vacuum all booths

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

Friday, November 11, 2022

9:00 AM - 5:00 PM

Molecular and Cellular Cognition Symposium

SDCC: 24A, 24B, 24C

Function Type: Satellite

Estimated Attendance: 400

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A MS200-M701

Contacts

Contact: Sharon Bowles

Alt Contact: Jennifer Raymond

Organizer Email: jennifer.l.raymond@gmail.com

Logistics

Setup - San Diego Convention Center

Ready By:

Friday, November 11, 2022 @ 8:00 AM

Note

As set Saturday, Nov. 12 at 1 pm

Satellite organizer also requests the following items:

- (1) Skirted registration table with (2) chairs at the entrance to the room.
- (1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Friday, November 11, 2022 @ 8:00 AM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following existing items:

- (1) Screen, set per diagram
- (1) Data/video projector w/cart
- (1) 4x1 Switcher

NOVEMBER 2 ADDITION

SATELLITE ORGANIZER REQUESTS THESE ITEMS:

- (1) SPEAKER TIME**
- (1) LASER POINTER**

Audio/Visual - OnSite AV

Ready By:

Friday, November 11, 2022 @ 8:00 AM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following items:

- (1) Lectern microphone
- (1) Head table microphone
- (1) DI under 6' table for computer

NOVEMBER 2 ADDITION

SATELLITE ORGANIZER REQUESTS THESE ITEMS:

- (2) FLOOR MICROPHONES (WIRELESS HANDHELD MICROPHONES ON STANDS)**

Food And Beverage - Center Plate - SDCC

Ready By:

Friday, November 11, 2022 @ 8:00 AM

Note

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

Saturday, November 12, 2022 - Wednesday, November 16, 2022

7:00 AM - 5:00 PM

KiddieCorp Child Care

SDCC: 17B

Function Type: Other
Estimated Attendance: 40

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

Contacts

Contact: Sharon Bowles

Alt Contact: Janelle Mendoza
Organizer Email: janelle@kiddiecorp.com

Logistics

Setup - San Diego Convention Center

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

OCTOBER 25 EDIT
REMOVED THE REQUEST TO TAPE DOWN THE (3) 5' TABLES
WITH PLASTIC. MOVED TO TEG SPECIFICATIONS

Registration area - right outside the entrance of 17B:

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

*Provided by KiddieCorp

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

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

Empty diaper pail every 2-3 hours.

Tape or cover electrical outlets.

Outside Patio:

- (2) 5' Round tables
- (8) Chairs (4 chairs at each table)

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

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

Check trash twice a day. Vacuum each evening.

*Remain as set on a 24-hour basis through Wednesday, November 16 at 6:00 p.m.

General Contractor - The Expo Group (TEG)

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

OCTOBER 25 ADDITION
COVER THE (3) 5' ROUND TABLES WITH TAPED DOWN PLASTIC

Rear of Room
(2) Mini-refrigerators

*Remain as set on a 24-hour basis through Wednesday, November 16 at 6:00 p.m.

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

(1) Flip chart with paper and marking pens
(1) TV/DVD Player

**Remain as set on a 24-hour basis through Wednesday, November 16 at 6:00 p.m.

Electrical - The Expo Group (TEG)

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

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

*Remain as set on a 24-hour basis through Wednesday, November 16 at 6:00 p.m.

Telecom - Smart City - SDCC

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

(1) In-house telephone with extensions.
17B = (619) 525--5717

**Remain as set on a 24-hour basis through Wednesday, November 16 at 6:00 p.m.

Food And Beverage - Center Plate - SDCC

Ready By:
Thursday, November 10, 2022 @ 5:00 PM

Note

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

(3) Tablecloths (5' round)

Saturday, November 12, 2022
10:00 AM - 11:00 AM
International Fellows Orientation
SDCC: 10

Function Type: Meeting
Estimated Attendance: 30
Room Set: As Set

Billing Group: SfN Master
Meeting Planner: Dawn Keane
Post: Yes
Cost Center: A-OV200-P210

Contacts

Contact: Julia Pergande

Logistics

Setup - San Diego Convention Center

Ready By:
Wednesday, November 9, 2022 @ 12:00 PM

Note
Head Table for 2, no more than 2 per 6' table
Rounds for (140)

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

OCTOBER 6 UPDATE
EVENT TIME CHANGED TO 10-11 AM

NOVEMBER 3 UPDATE
CHANGE TO ROUNDS FOR (120)
PERIMETER SEATING FOR 10

General Contractor - The Expo Group (TEG)

Ready By:
Wednesday, November 9, 2022 @ 12:00 PM

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

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Saturday, November 12, 2022 @ 9:00 AM

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

OCTOBER 6 UPDATE
EVENT TIME CHANGED TO 10-11 AM

Audio/Visual - OnSite AV

Ready By:
Saturday, November 12, 2022 @ 9:00 AM

Note
(1) Lectern Microphone

OCTOBER 6 UPDATE
EVENT TIME CHANGED TO 10-11 AM

Electrical - The Expo Group (TEG)

Ready By:
Wednesday, November 9, 2022 @ 12:00 PM

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

Food And Beverage - Center Plate - SDCC

Ready By:
Saturday, November 12, 2022 @ 9:45 AM

Note
Assorted Soft Drinks (70% diet) @ \$4.50++ each, charged on consumption.
Chilled Bottled Water @ \$4.50++ each, charged on consumption.

All prices are subject to 22% service charge and 8% taxes.

OCTOBER 6 UPDATE
EVENT TIME CHANGED TO 10-11 AM

Saturday, November 12, 2022 - Wednesday, November 16, 2022

1:00 PM - 5:00 PM

Poster Sessions

SDCC: Poster Session, Halls B-H

Function Type: Posters

Room Set: See Diagram

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-MA200-A135

Contacts

Contact: Kyle Hayden

Logistics

General Notes - SfN

Ready By:

Saturday, November 12, 2022 @ 1:00 PM

Note

Hours:

Sat, Nov. 12, 1:00 pm – 5:00 pm

Sun, Nov. 12 – Wed, Nov. 16, 8:00 am–12:00 pm & 1:00 pm–5:00 pm

Setup - San Diego Convention Center

Ready By:

Friday, November 11, 2022 @ 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.

The Expo Group will provide zip ties to SDCC for the set up of the chair groupings.

General Contractor - The Expo Group (TEG)

Ready By:

Thursday, November 10, 2022 @ 3:00 PM

Note

Install Pepper carpet in entire poster session area.

Install poster boards as diagrammed on floor plan, with 25" aisles.
Large trash cans placed evenly in the aisles
(1,305) Posterboard faces

Poster signs on each board
(60,000) Push pins
(1,500) Small Dixie Cups

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

(1) Chair at each station
(1) Wastebasket at each station

Locations: SET PER DIAGRAM

Front Hall H

Back Hall G

Back Hall D

Front Hall B2

Back Hall B2

Install crowd control tape at cross aisles leading from exhibits to poster sessions after setup is complete for Saturday 1:00 pm poster session.

Leave double-wide aisles open

See the attachments tab for additional requirements.

Provide zip ties to SDCC to zip tie chairs in groups.

200 COMP'D CHAIRS IN THIS AREA

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

OCTOBER 25 UPDATE

HEADER TO READ: POSTER ATTENDANT STATION

Ready By:

Wednesday, November 16, 2022 @ 5:00 PM

Note

Cut the zip ties from the chair groupings so chairs can be removed by SDCC.

Saturday, November 12, 2022

6:30 PM - 9:00 PM

g.tec's Brain-Computer Interface (BCI) Workshop

SDCC: 23A, 23B, 23C

Function Type: Satellite

Estimated Attendance: 100

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A MS200-M701

Contacts

Contact: Sharon Bowles

Alt Contact: Micah Ching

Organizer Email: ching@gtec.at

Logistics

Setup - San Diego Convention Center

Ready By:

Saturday, November 12, 2022 @ 5:30 PM

Note

As set Saturday, November 12 at 1 pm

Satellite organizer also requests the following items:

(1) Skirted registration table with (2) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Saturday, November 12, 2022 @ 5:30 PM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

NOVEMBER 2 CANCELLATION

ORGANIZER CANCELLED DATA/VIDEO PROJECTOR

SATELLITE ORGANIZER IS BRINGING HIS OWN:

DATA/VIDEO PROJECTOR

LAPTOP

Audio/Visual - OnSite AV

Ready By:

Saturday, November 12, 2022 @ 5:30 PM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following items:

(1) Lectern microphone

(1) Head table microphone

(1) DI under 6' table for computer

Food And Beverage - Center Plate - SDCC

Ready By:

Saturday, November 12, 2022 @ 5:30 PM

Note

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

Sunday, November 13, 2022

1:00 PM - 3:00 PM

Professional Development Committee

SDCC: 26B

Function Type: Meeting

Estimated Attendance: 28

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: G-AT200-M457

Contacts

Contact: Vlera Kojcini

Logistics

General Notes - SfN

Ready By:

Sunday, November 13, 2022 @ 12:00 PM

Note

As set Thursday, November 10

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Sunday, November 13, 2022 @ 12:00 PM

Note

(1) Screen

(1) Data Projector with Cart

(1) Switcher

(15) Push to talk table microphones

NOVEMBER 3 ADDITION

COMPUTER AUDIO

Computer - Atlantic Images & Sound - Computers

Ready By:

Sunday, November 13, 2022 @ 12:00 PM

Note

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

Food And Beverage - Center Plate - SDCC

Ready By:

Sunday, November 13, 2022 @ 12:45 PM

Note

Assorted Soft Drinks @ \$4.50++ each, charged on consumption.
Chilled Bottled Water @ \$4.50++ each, charged on consumption.

All prices are subject to 22% service charge and 8% taxes.

Sunday, November 13, 2022

1:30 PM - 2:30 PM

SfNova Lecture – Michael D. Burton, PhD, Akiko Hayashi-Takagi, MD, PhD #167

SDCC: Ballroom 20ABCD

Function Type: Lecture

Estimated Attendance: 4300

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Saturday, November 12, 2022 @ 8:00 AM

Note

As set Saturday, Nov. 12 at 1 p.m.

Setup - San Diego Convention Center

Ready By:

Sunday, November 13, 2022 @ 1:30 PM

Note

OCTOBER 18 ADDITION

ADD (1) 6' SKIRTED HEAD TABLE NEXT TO PODIUM WITH (2) CHAIRS

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Sunday, November 13, 2022 @ 1:30 PM

Note

OCTOBER 18 ADDITION

ADD (2) LAVALIER MICROPHONES FOR TWO SPEAKERS

Sunday, November 13, 2022

3:00 PM - 4:30 PM

PETER AND PATRICIA GRUBER LECTURE: Expanding Horizons in Theoretical and Computational Neuroscience - Larry Abbott, Emery N. Brown, Terrence Sejnowski, Haim Sompolinsky #174

SDCC: Ballroom 20ABCD

Function Type: Lecture

Estimated Attendance: 4300

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A-MA200-A130

Contacts

Contact: Sharon Bowles

Logistics

General Notes - SfN

Ready By:

Saturday, November 12, 2022 @ 8:00 AM

Note

As set Saturday, Nov. 12 at 1 p.m.

Setup - San Diego Convention Center

Ready By:

Sunday, November 13, 2022 @ 3:00 PM

Note

OCTOBER 18 ADDITION

ADD (1) 6' SKIRTED HEAD TABLE AND (2) CHAIRS NEXT TO THE CURRENT HEAD TABLE

ADD (1) 6' SKIRTED MODERATOR TABLE AND (2) CHAIRS NEXT TO THE CURRENT MODERATOR TABLE

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Sunday, November 13, 2022 @ 3:00 PM

Note

OCTOBER 18 ADDITION

ADD (2) LAVALIER MICROPHONES FOR TWO ADDITIONAL SPEAKERS

Sunday, November 13, 2022

6:30 PM - 9:00 PM

g.tec RecoveriX and MindBEAGLE Workshop

SDCC: 23A, 23B, 23C

Function Type: Satellite

Estimated Attendance: 100

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A MS200-M701

Contacts

Contact: Sharon Bowles

Alt Contact: Micah Ching

Organizer Email: ching@gtec.at

Logistics

Setup - San Diego Convention Center

Ready By:

Sunday, November 13, 2022 @ 5:30 PM

Note

As set for Saturday, November 12 at 1 pm

Satellite organizer also requests the following items:

(1) Skirted registration table with (2) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Sunday, November 13, 2022 @ 5:30 PM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

NOVEMBER 2 CANCELLATION

ORGANIZER CANCELLED DATA/VIDEO PROJECTOR

SATELLITE ORGANIZER IS BRINGING HIS OWN:

DATA/VIDEO PROJECTOR

LAPTOP

Computer - Atlantic Images & Sound - Computers

Ready By:

Sunday, November 13, 2022 @ 5:30 PM

Note

As set Saturday, Nov. 12

Satellite organizer will use the following items:

(1) Lectern microphone

(1) Head table microphone

(1) DI under 6' table for computer

Food And Beverage - Center Plate - SDCC

Ready By:

Sunday, November 13, 2022 @ 5:30 PM

Note

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

Monday, November 14, 2022

7:30 AM - 8:30 AM

SfN/CAN/MSN

SDCC

Function Type: Meeting

Estimated Attendance: 15

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Jennifer Gross

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: Julia Pergande

Logistics

General Notes - SfN

Ready By:

Monday, November 14, 2022 @ 6:30 AM

Note

As set Thursday, November 10

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 14, 2022 @ 6:30 AM

Note

No microphones will be needed for this meeting

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

Food And Beverage - Center Plate - SDCC

Ready By:

Monday, November 14, 2022 @ 7:15 AM

Note

DELUXE CONTINENTAL BREAKFAST @ \$25.75++ per person

Sliced Seasonal Fruit and Berries

Freshly Baked Breakfast Pastries and Muffins

Assorted Bottled Fruit Juices

Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

Please use linens to drape the tops of tables for this event

All prices are subject to 22% service charge and 8% sales taxes.

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

Monday, November 14, 2022

12:00 PM - 1:00 PM

NPRC Meeting

SDCC: 26A

Function Type: Meeting

Estimated Attendance: 20

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Contacts

Contact: Blythe Alexander

Logistics

General Notes - SfN

Ready By:

Monday, November 14, 2022 @ 11:00 AM

Note

As set Thursday, November 10

OCTOBER 31 ADDITION
NEW EVENT

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 14, 2022 @ 11:00 AM

Note

No microphones or AV is needed

OCTOBER 31
NEW EVENT

Monday, November 14, 2022

6:30 PM - 9:00 PM

17th Christopher Reeves "Hot Topics" in Stem Cell Biology

SDCC: 6B

Function Type: Satellite

Estimated Attendance: 954

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Sharon Bowles

Post: Yes

Cost Center: A MS200-M701

Contacts

Contact: Sharon Bowles

Alt Contact: Tja Owens

Organizer Email: towens@sbpdiscovery.org

Logistics

Setup - San Diego Convention Center

Ready By:

Monday, November 14, 2022 @ 5:30 PM

Note

As set for Saturday, November 12 at 1 pm

Satellite organizer also requests the following items:

(1) Skirted registration table with (2) chairs at the entrance to the room.

(1) Easel

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Monday, November 14, 2022 @ 5:30 PM

Note

As set on Saturday, November 12 at 1 pm

Satellite organizer will use the following existing items:

(1) Screen, set per diagram

(1) Data/video projector w/cart

(1) 4x1 Switcher

NOVEMBER 2 ADDITION

ADD (1) GREEN LASER POINTER

ADD (1) TIMER

Audio/Visual - OnSite AV

Ready By:

Monday, November 14, 2022 @ 5:30 PM

Note

As set on Saturday, November 12 at 1 pm

Satellite Organizer will use the following items:

(1) Lectern microphone

(1) Table microphone at head table

(1) DI under 6' table for computer

NOVEMBER 2 ADDITION

SATELLITE EVENT IS ADDING A HYBRID COMPONENT

ADD (1) AUDIO-INTERFACE DEVICE TO ALLOW FOR THE
AUDIO/MICS TO BE HEARD THROUGH THE ZOOM LAPTOP
ADD (1) WIRELESS LAVALIER MICROPHONE
ADD (1) FLOOR MICROPHONE (WIRELESS HANDHELD
MICROPHONE ON STAND)

Telecom - Smart City - SDCC

Ready By:

Monday, November 14, 2022 @ 5:00 PM

Note

NOVEMBER 3 ADDITION

(1) WIRED INTERNET DROP ON THE SFN STAFF VLAN.

Food And Beverage - Center Plate - SDCC

Ready By:

Monday, November 14, 2022 @ 5:30 PM

Note

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

Tuesday, November 15, 2022

10:00 AM - 12:00 PM

Celebration of Women in Neuroscience Event

SDCC: 11A, 11B

Function Type: Workshop

Estimated Attendance: 300

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Allison Burns

Post: Yes

Cost Center: A-AT200-A167

Contacts

Contact: Vlera Kojcini

Logistics

Setup - San Diego Convention Center

Ready By:

Tuesday, November 15, 2022 @ 9:30 AM

Note

As set on Saturday, Nov. 12 at 1 p.m.

Outside of room:

(3) Easels

(2) Wastebaskets

(1) Registration table with 4 chairs

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Tuesday, November 15, 2022 @ 9:00 AM

Note

(1) Data/Video Projector with cart

(1) Screen

(1) Switcher

(1) Speaker Timer

Audio/Visual - OnSite AV

Ready By:

Tuesday, November 15, 2022 @ 9:00 AM

Note

(1) Lectern Microphone at Standing Lectern

(2) Push To Talk Table Microphones

(1) Speaker Timer

(2) Floor mics

Computer Audio

NOVEMBER 3 UPDATE

INCREASE TO (3) PUSH TO TALK MICROPHONES AT THE HEAD TABLE

Tuesday, November 15, 2022
11:00 AM - 2:00 PM
Program Committee Meeting
SDCC: 30A, 30B, 30C

Function Type: Meeting
Estimated Attendance: 84
Room Set: See Diagram

Billing Group: SfN Master
Meeting Planner: Sharon Bowles
Post: Yes
Cost Center: A MA200-M751-UR

Contacts

Contact: Sharon Bowles

Logistics

Setup - San Diego Convention Center

Ready By:
Tuesday, November 15, 2022 @ 6:00 AM

Note

Chevron set for (70) 2 per 6' tables
(1) Skirted Head table for (6) 2 per 6' tables on riser
(2) Skirted Registration/Materials tables near the entrance
(3) Staff tables set to the side with (2) chairs each on a riser
(1) Audio tech table with (1) chair
(2) Easels

** See Diagram**

OCTOBER 18 UPDATE
PLEASE HAVE ROOM SET BY 10 AM ON MONDAY, NOV 14

Audio/Visual - Atlantic Images & Sound - AV

Ready By:
Tuesday, November 15, 2022 @ 9:00 AM

Note

(2) Screens
(2) Data/Video Projectors projecting different images
(1) Laser pointer
(1) Switcher
(1) Hand-held microphone to the head table
(42) Push-to-talk table microphones
(1) Audio Recording (provided on CD or USB)
(1) Sound Operator 10:30 a.m. - 2:30 p.m.
Computer Audio Required
Confidence Monitor placed in front of Head Table
Need capability of each screen to show different data
Please place screens so that everyone has a clear line of sight, including staff table.

OCTOBER 18 UPDATE
PLEASE HAVE ROOM SET BY 3 PM ON MONDAY, NOV 14

Electrical - The Expo Group (TEG)

Ready By:
Tuesday, November 15, 2022 @ 7:00 AM

Note

(44) Power strips to be placed at each table allowing for at least two plugs per person.

OCTOBER 18 UPDATE

PLEASE HAVE ELECTRICAL SET BY NOON ON MONDAY, NOV 14

OCTOBER 24 UPDATE

(1) 20 AMP DROP UNDER EACH SCREEN - 2 DROPS TOTAL

Telecom - Smart City - SDCC

Ready By:
Tuesday, November 15, 2022 @ 10:00 AM

Note

(1) Wired internet at the staff table on the SfN Staff VLAN

OCTOBER 18 UPDATE

PLEASE HAVE ROOM SET BY 2 PM ON MONDAY, NOV 14

Computer - Atlantic Images & Sound - Computers

Ready By:
Tuesday, November 15, 2022 @ 9:00 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. Place at staff table.

Food And Beverage - Center Plate - SDCC

Ready By:
Tuesday, November 15, 2022 @ 10:30 AM

Note

VIP Event - China Service
Please add linens to the tops of all tables

Beverage Service on consumption from 10:30 a.m. - 2 p.m.
Assorted Soft Drinks @ \$4.50++ each, charged on consumption.
Chilled Bottled Water @ \$4.50++ each, charged on consumption.
All Beverage service inside the room and refresh as necessary.

Lunch Service Starts between 10:30-10:45 a.m.
Coronado Lunch Buffet (70) @ \$49.25++ per person
California Garden Salad
Shredded Carrots, Shredded Red Cabbage, Grape Tomatoes and Cucumbers
Lemon Basil Vinaigrette and Herb Buttermilk Dressing
Roasted Farro and Cauliflower Salad
Roasted Tomato, Lemon Pesto, and Red Grapes
Honey Thyme Brined Chicken
Artichokes with Tarragon White Wine Reduction
Baked Cod Buerre Blanc
Citrus Fennel Salsa with Red Onions and Sweet Peppers
Kaffir Lime Scented Rice
Green Beans with Beurre Noisette
White Chocolate Raspberry Cheesecake
Carrot Cake
Hearth Baked Rolls and Butter, Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea

Please keep lunch set for as long as possible

Please add food labels to identify ingredients to inform attendees

with allergies

All prices are subject to 22% service charge and 8% taxes.

Request quiet service and that several tray jacks be placed around the room.

Wednesday, November 16, 2022

8:00 AM - 9:30 AM

International Brain Bee

SDCC

Function Type: Meeting

Estimated Attendance: 12

Room Set: As Set

Billing Group: SfN Master

Meeting Planner: Dawn Keane

Post: Yes

Cost Center: A-OV200-P210

Contacts

Contact: Julia Pergande

Logistics

General Notes - SfN

Ready By:

Wednesday, November 16, 2022 @ 7:00 AM

Note

As set Thursday, November 10

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

Audio/Visual - Atlantic Images & Sound - AV

Ready By:

Wednesday, November 16, 2022 @ 7:00 AM

Note

(1) Screen

(1) Data Projector with Cart

Microphones are not required for this meeting

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

Food And Beverage - Center Plate - SDCC

Ready By:

Wednesday, November 16, 2022 @ 7:45 AM

Note

Freshly Brewed Coffee, Decaffeinated Coffee and Selection of Hot Teas @ \$75.00++ per gallon

(1) Breakfast Breads @ \$51.00++

(1) Dozen Muffins @ \$53.50++ per dozen

OCTOBER 26 UPDATE

THIS EVENT IS NOW CANCELLED

All prices are subject to 22% service charge and 8% sales taxes.




**Neuroscience
2022**

Exhibit Hall

 SfN Booth

 Nonprofit / Government Agencies

 Sustaining Associate Members

 Concession Area

 Entrance

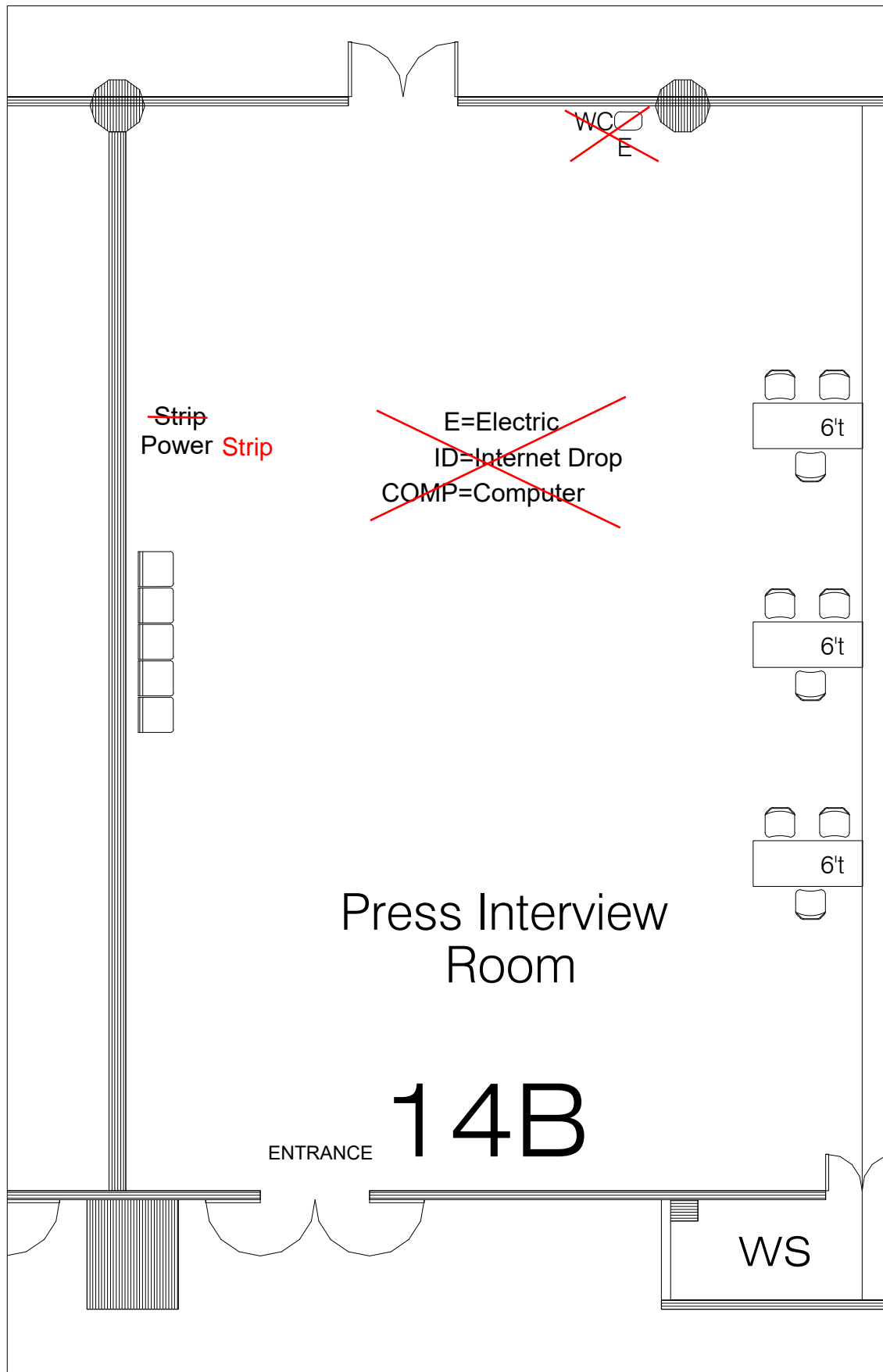
 First Aid

 Poster Attendant Station

 Women's Restroom

 Men's Restroom





Mezzanine Level

Floorplan Pending Fire Marshal Approval

Current As Of: 08/06/2022
Job No.: 211007
Drawn By: SA
Scale: Fit To Page

Neuroscience 2022
November 13 - 16, 2022
San Diego Convention Center
San Diego, CA
Halls B - H
Meeting Dates: November 12 - 16
Exhibit Dates: November 13 - 16

THE EXPO GROUP
theexpogroup.com 1 972.580.9000

*This floor plan is subject to fire marshal approval.
Disclaimer
Every effort has been made to ensure the accuracy of all information contained on this floor plan. However no warranties, either expressed or implied are made with respect to this floor plan. If the location of building columns, utilities or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimensions and locations.