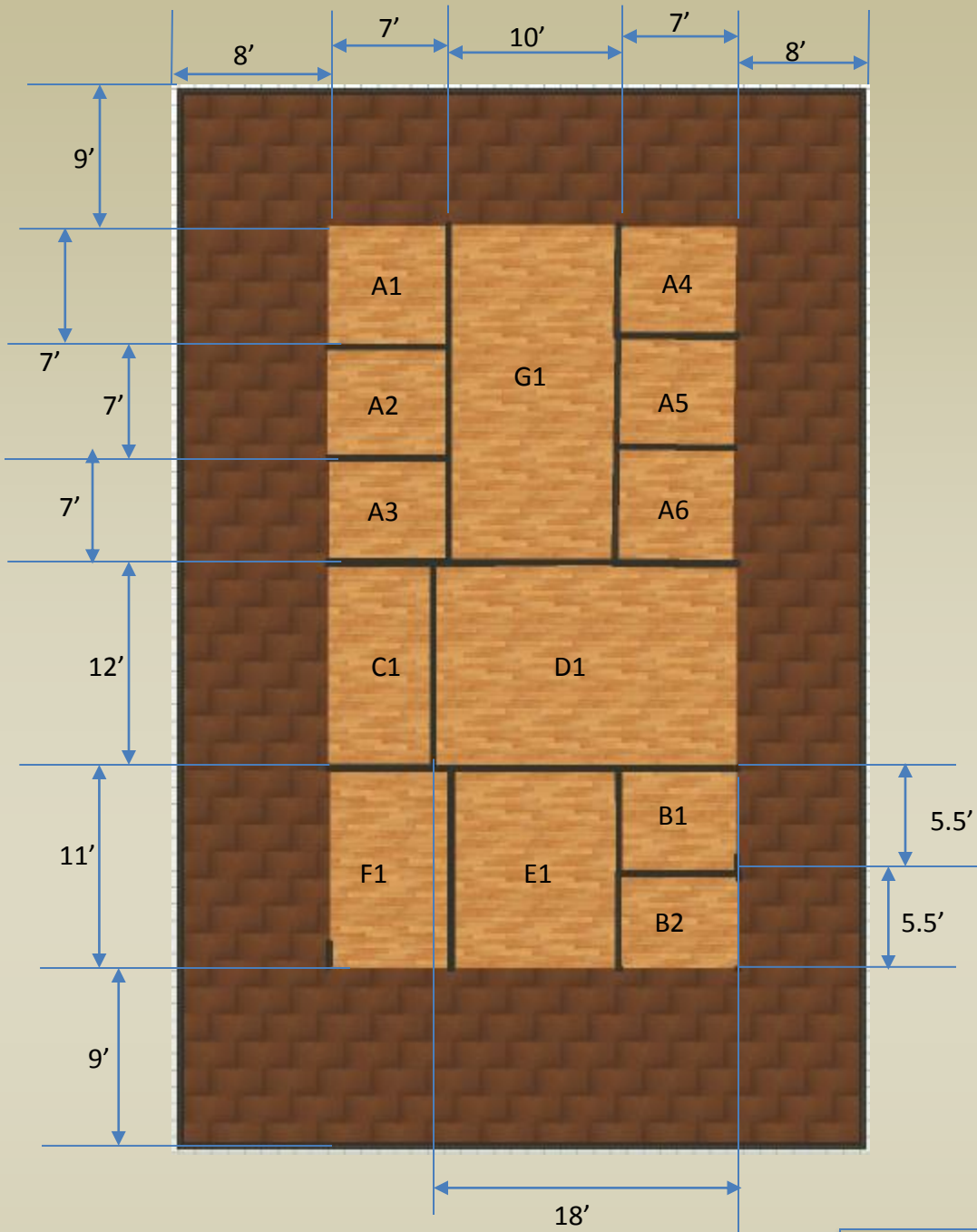


# IEEE VR 2013 Research Demos Layout Plan and Booth Allocation (Pelican 1 and 2)



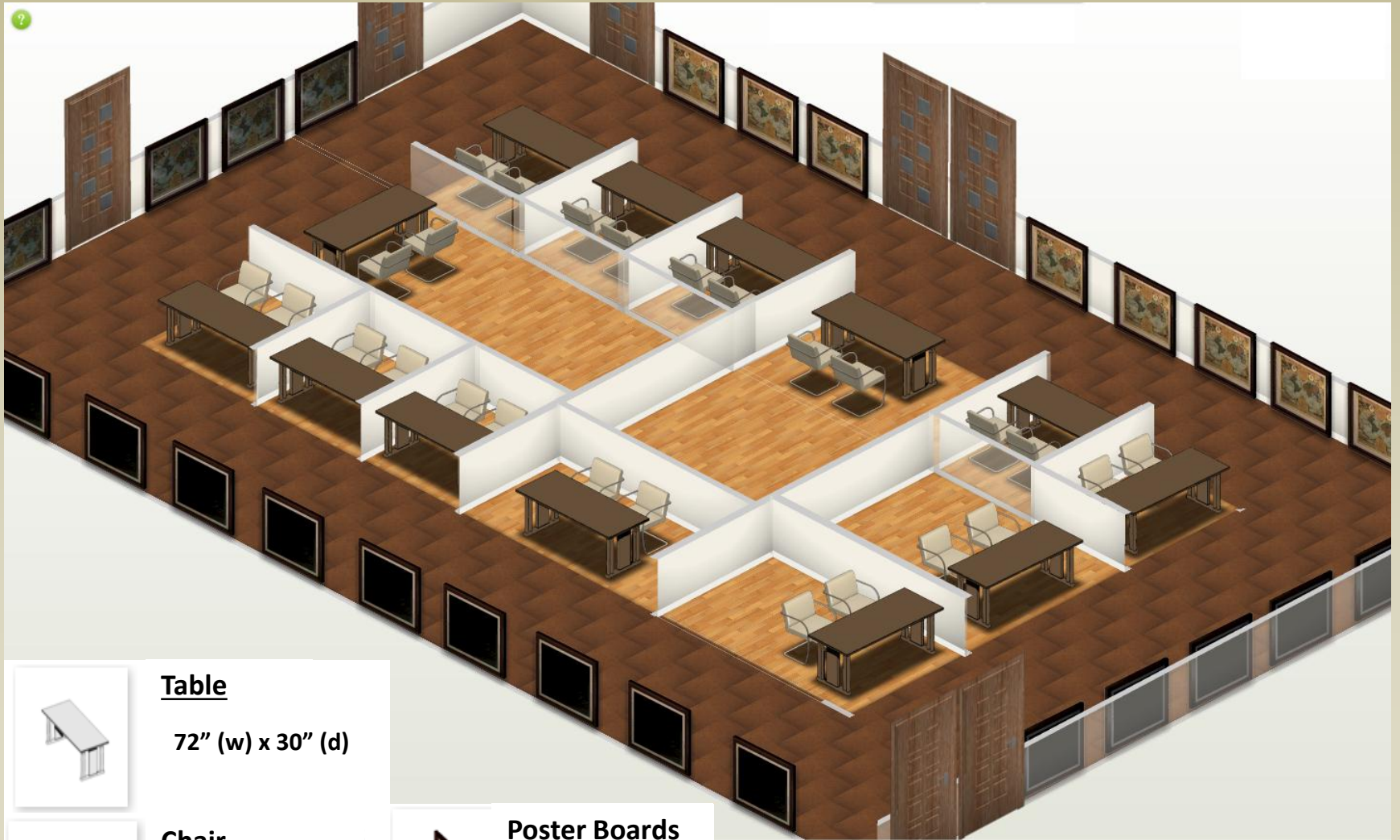
Research Demo Booth	Research Group Contact	Booth Size
A1	Edgard Lamounier	7' x 7'
A2	Haruka Matsukura	7' x 7'
A3	Anderson Maciel	7' x 7'
A4	Eduardo Damasceno	7' x 7'
A5	Yan Hao	7' x 7'
A6	Itsuo Kumazawa	7' x 7'
B1	Kazuhisa Yanaka	7' x 5.5'
B2	Xun Luo	7' x 5.5'
C1	Mich Kitazaki	6' x 12'
D1	David Krum	18' x 12'
E1	Pekka Nisula	10' x 11'
F1	Aryabrata Basu	7' x 11'
G1	Lauren Duke	10' x 20'

Formatting Requirements for Abstract	
Due Date	Jan 30 <sup>th</sup> , 2013
Formatting	IEEE Computer Society Format:  <a href="http://www.cs.sfu.ca/~vis/Tasks/camera.html">http://www.cs.sfu.ca/~vis/Tasks/camera.html</a>
Additional Requirements	<ul style="list-style-type: none"> <li>Title</li> <li>Presenters/Organizers</li> <li>100 word abstract</li> <li>A thumbnail image representing the work</li> <li>Optionally, an extended 500 word abstract that would go on the USB key.</li> </ul>

Research Demo Dates	Time
Sunday (17 <sup>th</sup> March, 2013)	Setup Day (Time To Be Confirmed)
Monday (18 <sup>th</sup> March, 2013)	0900 – 1700
Tuesday (19 <sup>th</sup> March, 2013)	0900 – 1700
Wednesday (20 <sup>th</sup> March, 2013)	0900 – 1700
Note: Demos expected to be running during lunch breaks. Appreciated if demos are up during coffee breaks as well.	



# IEEE VR 2013 Research Demos Facilities, Shipping and other Logistics



## Table

72" (w) x 30" (d)



## Chair

22" (w) x 23" (d)



## Poster Boards

48" (w) x 96" (h)

Demo Booth Facilities	
Internet	Shared wireless (up to 1Mbps per user)
Furnishing	1 Table, 2 Chairs
Power	500W per demo station

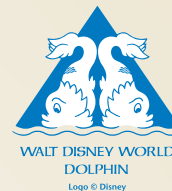
Shipping ** Instructions and Audio / Visual Needs	
Information	Shipping of equipment must be handled directly by the attendees
Address	Please refer to the included material on Package Information.

Options for Audio Visual (to be handled directly with providers)	
In-house AV	Kim Hutto: <a href="mailto:khutto@psav.com">khutto@psav.com</a>
Conference AV providers	Pam Kuhnert: <a href="mailto:pamelak@ccrsolutions.com">pamelak@ccrsolutions.com</a>

Note: Please contact the Research Demo Chairs ([researchdemoschairs@ieeivr.org](mailto:researchdemoschairs@ieeivr.org)) for any specific needs not addressed above, or if you need any further information.

\*\* Please do send a note to the Research Demo Chairs if you choose to ship your equipment.

# PACKAGE INFORMATION



## CONVENTION SHIPPING & RECEIVING:

The 11th Hour Business Center is available for the receipt, holding, and delivery of packages to guests in rooms, meeting spaces, and the exhibit halls. Convention and meeting materials should be identified with the name of the guest, convention/group name, and arrival date. All packages will be weighed upon arrival and handling charges will be assessed when they are delivered to the guest.

### *Packages shipped to the Dolphin Hotel should be addressed as:*

*Attn. "<Guest Name/Meeting/Arrival Date>"*

**WDW DOLPHIN HOTEL**

*1500 Epcot Resort Blvd.*

*Lake Buena Vista, Florida 32830*

*Ph. # 407-934-4259*

### *Packages shipped to the Swan Hotel should be addressed as:*

*Attn. "<Guest Name/Meeting/Arrival Date>"*

**WDW SWAN HOTEL**

*1200 Epcot Resort Blvd.*

*Lake Buena Vista, Florida 32830*

*Ph. # 407-934-1370*

*Complimentary routing labels are available for your convenience; please contact the Business Center to request these labels.*

## PACKAGE RETRIEVAL:

Packages can be picked up in the Business Center during staffed operating hours as follows:

**Dolphin Business Center:** Monday – Sunday 7:00 am – 7:00 pm

**Swan Business Center:** Monday – Friday 8:00 am – 5:00 pm

*To arrange for delivery of your packages, please call the Business Center at extension 4259. Packages can be delivered to either the Dolphin or Swan hotels Monday – Sunday 7:00 am – 7:00 pm.*

## GUEST PACKAGE SERVICES:

Any and all outbound shipping can be done through the Business Center. If you need assistance in bringing your packages to the Business Center, please call extension 4259 to arrange for pick up. Guests can use their own shipping accounts or they can apply all fees to their room, master account, credit card, or cash. The Business Center also has materials available for purchase to assist you in packing your items. The 11th Hour Business Center is not responsible for packages damaged during the shipment process. All claims will be filed directly with the individual couriers. (FedEx, UPS, DHL, etc.).

## HANDLING FEES:

Handling charges are in addition to the cost of shipping, and are charged on a per package basis. Charges apply to inbound and outbound shipments. The charges can be applied to your room, master account, credit card or cash.

<b>Letter Packs</b>	\$ 3.00
<b>1 – 10 lbs.</b>	\$ 6.00
<b>11 – 50 lbs.</b>	\$ 10.00
<b>51 – 99 lbs.</b>	\$ 15.00
<b>100 lbs. &amp; up</b>	\$ 25.00
<b>Exhibit Cases under 100 lbs.</b>	\$ 35.00
<b>Exhibit Cases over 100 lbs.</b>	\$ 75.00
<b>Pallets</b>	\$ 0.70 per pound

## SECONDARY MOVES:

\$ 3.00 per box  
\$100.00 per pallet

