

ACAT 2022 SPC

2022-10-12



First of all:

Congratulations!

- Abstract selection
- Scheduling - partially: track 1!

Topics

- Power
- Registration
- Timetable
- Chairing manual
- Chair assignment
- Poster session / Gather.Town

Power

You have full access to Indico

Please don't delete ACAT.



Registration

Please register

Need to cross-check that all speakers of your track are registered

- Contact speakers if no speaker has "Completed" registration in <https://indico.cern.ch/event/1106990/manage/registration/80859/registrations/>
- <https://indico.cern.ch/event/1106990/manage/contributions/> shows the speakers (filter your track)

Timetable

Missing track 1

Track 2 has a problem on Thu:

<https://indico.cern.ch/event/1106990/timetable/#20221027> - please fix

Instructions for posters at

<https://indico.cern.ch/event/1106990/page/27105-info-for-presenters>

Chairing

Manual: <https://codimd.web.cern.ch/s/TrqYsz2JT#>

- "Day before" email to speakers: will share a common draft
- Is the visibility and workload of the chairs +/- equally distributed?

Chairs

Parallel sessions: please proposed chairs to me by email, or add them yourself

- Any issues / gaps / scouting needed?

Plenaries: still to be done...

Poster

Any questions on procedure?

Need chairs to note down presence of poster presenters during sessions

Eligibility for contribution to proceedings

We will have a best poster survey