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Sent: 16 August 2017 10:50  
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Subject: Preparation of the 9th MPI@LHC workshop - updated information for the conveners

Dear conveners,

Here is a brief follow up of the first organisers + conveners meeting held at the end of July (<https://indico.cern.ch/event/652235/>), containing updated information which is relevant for your work.

First of all, please take note that the agreed contacts in the LHC experiments (applying for all the working groups of our workshop) are the following:

- ALICE: Pietro Antonioli and Ralf Averbeck <[alice-cc-chairs@cern.ch](mailto:alice-cc-chairs@cern.ch)>
- ATLAS: Alessandra Ciocio <[a\\_ciocio@lbl.gov](mailto:a_ciocio@lbl.gov)>
  
- CMS: Somnath Choudhury <[Somnath.Choudhury@cern.ch](mailto:Somnath.Choudhury@cern.ch)>
- LHCb: LHCb speakers bureau (Marco Gersabeck) <[lhc-speakers-bureau@cern.ch](mailto:lhc-speakers-bureau@cern.ch)>

Of course, given the nature of our workshop, it is still essential that you have informal discussions with other key persons of these collaborations, in particular with the conveners of the physics groups.

At this stage we should not worry too much about submitting possible redundant requests to the LHC collaborations, which will have rather the effect of stressing the importance of the requested contributions. In any case the final allocation of the agreed talks to each working group will be decided by the organisers, taking also into account the constraints of the agenda.

As far as the other contributions are concerned (mostly from Theory and Pheno), we strongly recommend to go through the agendas of the previous MPI@LHC workshops, which you can find linked in the main web of the 9th edition: <https://indico.cern.ch/event/625304/overview>  
It is certainly appropriate to verify directly with the former contributors if they wish to propose an update.

As agreed in the first conveners+organisers meeting, this year the time allocated to each talk will be flexible, the limitations arising mostly from the total duration of the sessions. Traditionally the MPI@LHC workshop does only comprise plenary talks, therefore it is suggested to stick to a total duration of 4h for the talks pursued for inclusion by each working group. This will automatically guarantee the needed contingency to include possible additional/relevant abstracts spontaneously proposed at registration time as well as possible introductory and/or summary talks, whose presence will be discussed in our next meeting.

Indeed it is anticipated that an organisers+conveners+IAB meeting will take place in the week September 4-9 2017, i.e. with a 3 months advance with respect to the workshop. A specific doodle poll will be launched in the next days. Of course we assume that the status of the preparation in early September will be rather advanced. One detailed status report for each working group will be needed.

It is also anticipated that in the 2nd bulletin we will update the important deadlines in the following way:

- Early Registration: October 15 2017
- Abstract submission: May 15 - November 15 2017
- Registration Closed: November 30 2017

With kind regards,

Paolo and Sunil (on behalf of the organisers of the 9th MPI@LHC w/s)