

# WELCOME!



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# CHEP23 IN NORFOLK

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- It has been a long wait and it is wonderful to see all of you IRL!
- Please register if you have not done so in the Hampton Ballroom foyer.
  - It is required that you wear your name tag for all events.
  - The Registration desk will be staffed during business hours all week
  - Lost and Found will be at the Registration Desk.
  - Beverage breaks will be enjoyed in the Hampton Ballroom with our conference sponsors.
- Questions? Look for CHEP volunteers denoted by the sticker on the badge



# Safety

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- Please make sure that you know the exits from the building in the unlikely event of an evacuation.
  - Please proceed in a orderly manner and follow the directions of the hotel staff.
- As in any urban area, be mindful of your surroundings and of traffic.
- COVID
  - CHEP 2023 is hosted by Jefferson Lab whose policy is to follow the CDC guidelines
  - If you feel sick or are experiencing COVID-like symptoms prior to travel, or while on-site in Norfolk, we ask that you not participate in the conference.
- Follow good heath practices
  - Wash your hands regularly and thoroughly for at least 20 seconds.
  - Masks are optional but encouraged if you are concerned about exposure.

# WIFI instructions

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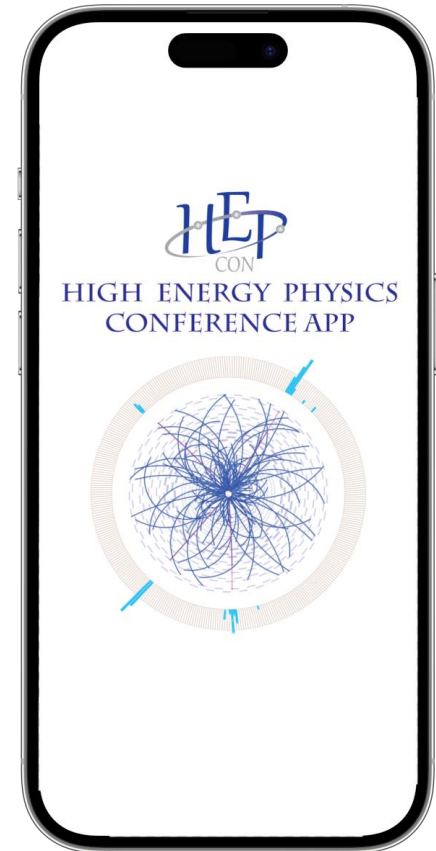
- **SSID:** MarriottBonvoy\_Conference
- **Password:** CHEP2023



# HEPCon

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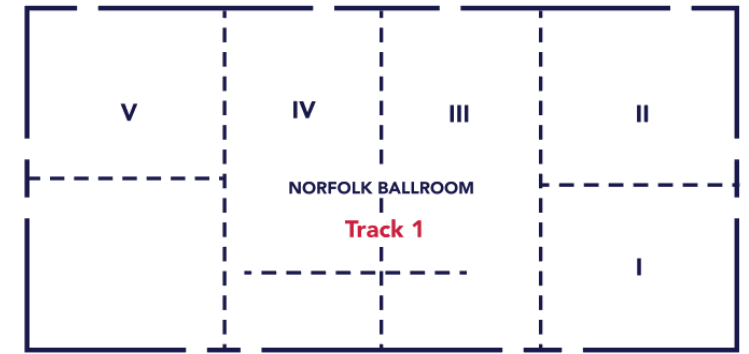
- Thank you to Martin Vassilev (developer) for active and ongoing support!
- Download the HEPCon App from the Android or Apple app store
  - Select CHEP2023 from the Event List
  - HEPCon will pull the information from directly from Indico



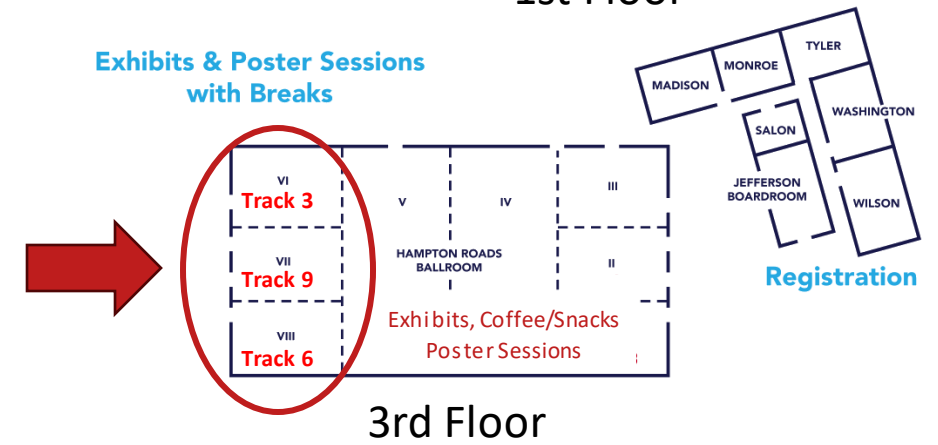
# Conference Rooms

- Use Indico/HEPCon to locate talks.
- Full Venue Map is available on the Indico sidebar.
  - Speaker Ready Room by Registration on 3<sup>rd</sup> floor (talk upload support)
  - Coffee/Snacks on 3<sup>rd</sup> floor
  - Note recent change in Breakout track rooms 3, 6, 9 (now on opposite side of Hampton Ball room)
    - Online maps will be updated ASAP
  - Monday and Thursday afternoon have a special "Track 3+9 Crossover" breakout
    - Monday: Chesapeake Meeting room
    - Thursday: Marriott Ballroom 1
  - "Birds of a Feather" rooms available
    - Talk to LOC or CHEP volunteer for details!

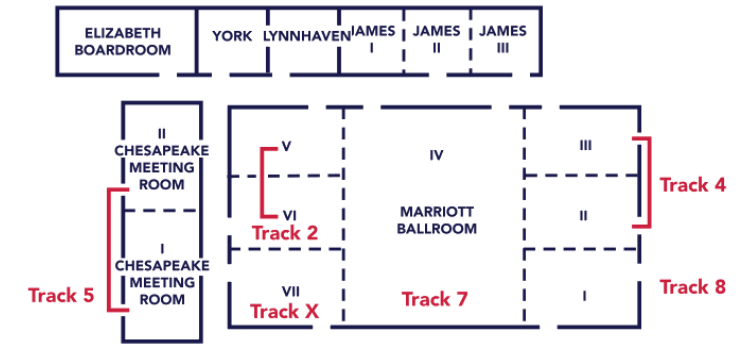
General  
Session



Exhibits & Poster Sessions  
with Breaks

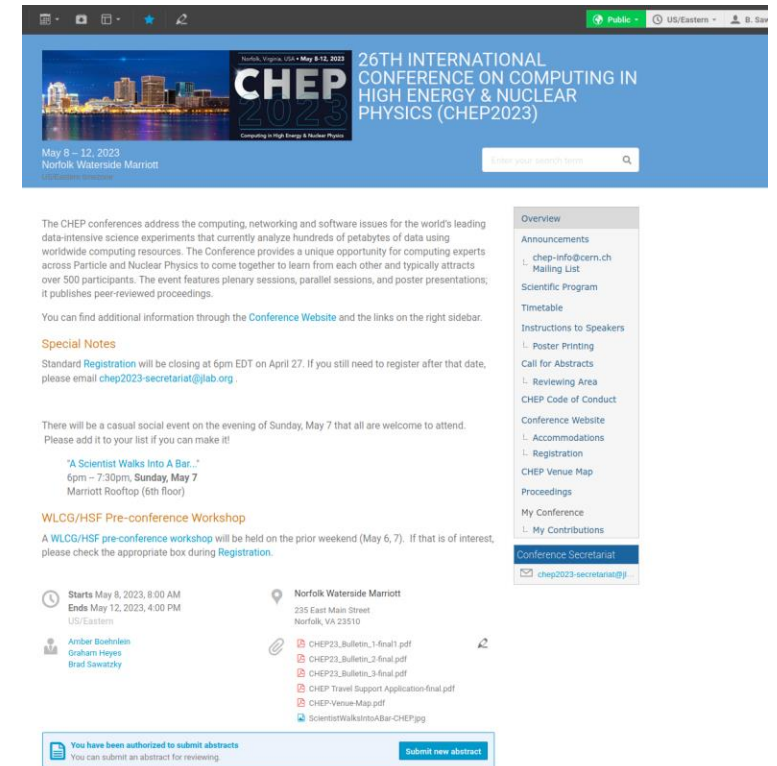


Breakout  
Rooms



# Talks and Speaker Support

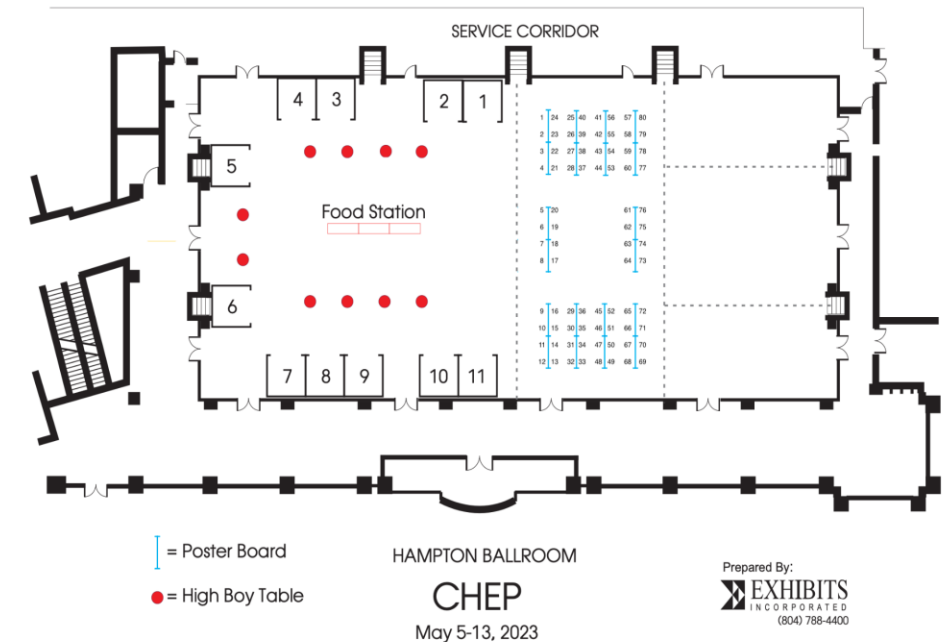
- Speakers are requested to upload their presentations to Indico at least 48 hours before their talk.
  - All speakers should have received instructions from the Program Committee and/or your Track Convener
- You can self-upload your talk through Indico:
  - Logging into the event:  
<https://indico.jlab.org/e/CHEP2023>
  - Click on 'My Contributions' toward the bottom of the Menu sidebar on the right
    - This will only show up if you are logged in!
  - Click on the talk.
    - Upload the talk from the 'Pencil' icon
  - **PDF and/or PPTX ONLY**
- If there are problems with the above process, then drop by the *Speaker Ready Room* near the Registration Desk for support.





# Poster Sessions

- Tuesday & Thursday @ 15:30 - 16:30
  - Hampton Roads Ballroom (IV - VI)
  - Posters should be posted the day prior to session, removed at the end of the poster session
    - See bottom of “Instructions to Speakers” page on Indico for logistical details
- Student Poster Competition!
  - All Students will present during the Tuesday session with results announced during the Thursday session.
  - The top three student posters will be selected through **your votes** using QR codes (so please attend!!)
  - Rules enforced through honor and trust:
    - **QR codes will be placed on each student poster, use your phone’s camera to view QR, click the link and wait for poster contribution page in Indico to appear.**
    - **Voting for more than one poster is allowed.**
    - **Voting for the same poster more than once is forbidden.**





# Excursion instructions

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- Excursion options are sold out.
- Transportation for the excursions will depart from the doors outside of the Norfolk Ballroom on the first floor.
- Please watch for email instructions from Event Power regarding specific tour information. The Event Power team will also be at the registration desk to answer any questions you may have regarding your Wednesday activity.

# Code of Conduct

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- The CHEP Conference series is a scientific community event intended for presentations, networking and collaboration as well as learning. We value a civil and respectful environment which encourages the free expression and exchange of scientific ideas.
- All attendees are expected to adhere to the JLab [Community Standards](#) and the non-discrimination & anti-harassment policies noted on the [Policies](#) page linked to from the CHEP 2023 main pages.
  - Participants are expected to follow these rules at all conference venues *and* conference-related social events.
- If you believe someone is violating the code of conduct, we ask that you report it by emailing [chep2023-conduct@jlab.org](mailto:chep2023-conduct@jlab.org) or by reaching out to any member of the CHEP LOC/IAC.

# Enjoy Norfolk

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- Show your badge discounts at local restaurants
  - Details in the conference bag
- Plenty to do and see!





# Thanks to our Sponsors!





**Breaks will be provided on the 3rd floor  
with our conference sponsors**







# ENJOY CHEP AND NORFOLK!

