LHC 2003 Symposium

Fermi National Accelerator Laboratory, Batavia, IL
May 1-3, 2003

GENERAL INFORMATION

Fermilab Security Update

Please note that the Laboratory site is now restricted to the public. You must show a valid Fermilab or other DOE laboratory photo ID or Fermilab visitor spass each day to enter the site. You will be able to enter with the visitor spass **and** a government issued photo ID (e.g. drivers license, passport, etc.). Fermilab Security will issue Symposium participants a one day visitor s pass upon arrival. You **MUST** check in or register at the Secretariat to receive a visitor spass that will be valid from May 2-4, 2003.

First time access is **only** through the Main Entrance at Pine Street in Batavia. Arrive early enough to be checked in by Security at the Pine Street checkpoint located approximately one-half mile inside of the Laboratory boundary.

Security policy is subject to change without notice.

Secretariat

The Secretariat will be located outside the One West Conference Room on the Atrium level of Wilson Hall. The Secretariat will be open:

Thursday	7:00 a.m.	-	5:00 p.m.
Friday	7:30 a.m.	-	5:00 p.m.
Saturday	8:00 a.m.	-	5:00 p.m.

Message Center

Messages for participants may be left with the Symposium Secretariat at 630-840-4548 during the Secretariat's regular business hours. In the event of an emergency and after the Secretariat closes, contact the Fermilab Communications Center at 630-840-3000. They will see that messages are conveyed to the Symposium Secretariat for transmittal to the participant. Telefaxes may also be sent to the Communications Center at 630-840-4343. Please include the Symposium title, LHC2003, and the name of the participant on the fax cover sheet.

E-Mail Center

There is a permanent E-mail Center located at the north end of the Ground Floor of Wilson Hall equipped with PCs and a number of laptop connections. Instructions for logging on to an

account at your home institution and information about print queues will be posted in the Center. This facility is open 24 hours a day.

Audio-Visual Equipment

Overhead projectors and an lcd projector will be available in One West. Speakers need to send their presentation to Hans Wenzel (wenzel@fnal.gov) at least 24 hours before their presentation is scheduled (in ps, pdf, powerpoint or html format). You can also upload your presentation on the web following the instructions Hans sent to speakers by e-mail.

A laptop will be provided for the speakers to present their talk. We will not provide the possibility to plug in your own computer into the lcd projector.

Fermilab Tour

Wednesday, April 30, there will be a tour of CDF and D0 experiments, the Accelerator Main Control Room and ICB. Please meet at 3:00 p.m. in the horseshoe at the north side of Wilson Hall.

Social Events

Wednesday, April 30, there will be a reception and a poster session from 6:00 p.m. to 8:00 p.m. in Wilson Hall on the 15th floor. Early registration will be possible at this time. All participants and their companions are welcome to attend.

Thursday, May 1, a Symposium dinner will be held for participants at the Chez Leon Restaurant located in the Fermilab Village. As seating is limited, due to the popularity of the Symposium, tickets will be offered first to those who indicated in the on-line registration that they were interested in attending. Anyone who has a ticket and will not be able to attend the dinner is asked to please turn it in to the Secretariat so that it can be available for another participant.

Friday, May 2, immediately following sessions, a picnic co-sponsored by the Symposium and Graduate Student Association will be held at the barn located by the Users Center in the Fermilab Village. All participants and their companions are welcome to attend.

On-Site Transportation

Fermilab operates a free taxi service at site between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday. **There is no weekend service.** To call the taxi, dial 4225 (HACK) on any Laboratory phone. The taxi picks up passengers on the east side of the Ground Floor in Wilson Hall. Please remember that the taxi stops at other locations to pick up and drop off passengers, so allow additional time when using this service.

Users Center

The Users Center is located at 10 Che Che Pinqua in the Village. It is a recreational facility containing a large-screen TV room, a music room with a grand piano, a game room with ping-pong tables and pool tables, and a lounge with a full bar. The Users Center is open Monday through Friday from 5:00 p.m. to midnight.

Food Service

The Eurest Dining Center at Fermilab is open for breakfast and lunch Monday through Saturday. There is no dinner service available in the Eurest Dining Center. The hours of operation during the week and on Saturdays are as follows:

Monday Friday

7:30 a.m.	-	10:15 a.m.	Breakfast
11:30 a.m.	-	2:00 p.m.	Lunch
2:00 p.m.	-	5:00 p.m.	Snacks

Saturday

8:00 a.m.	-	10:30 a.m.	Breakfast
11:30 a.m.	-	1:30 p.m.	Lunch

Closed Sunday

In addition to seating in the Atrium, the 2nd floor crossover will be available for lunchtime seating for Symposium participants.