

# EASST 2022

Madrid July 6 - 9

## GUIDELINES FOR PARTICIPANTS

### Travel and transportation

#### **Covid-19 instructions when travelling from abroad**

- You can find up-to-date information about travelling to Spain [here](#) where you will also find more specific guidelines for required **vaccinations, tests, and certificates**.
- Travel restrictions vary depending on the country you are travelling from. In addition, some airlines may have their own certificate or test requirements. Please, **pay attention to the travel restrictions** relevant to the country or region you are traveling from.
- For those travelling by plane, we recommend you arriving with enough time to the airport as **passport control** will take longer than expected due to long queues.
- **Face masks** are mandatory in all public transports, including train and plane.

#### **How to get to the venue?**

##### **Metro**

The nearest Metro station is called “**Feria de Madrid**”, where **line 8** stops: Nuevos Ministerios - Airport T4 (the exit takes you to the South entrance of the venue) and connects IFEMA with Barajas-Adolfo Suarez’s Airport. You can access line 8 through the following stations:

- Nuevos Ministerios
- Colombia
- Mar de Cristal

Find more information by [clicking here](#).

##### **Bus**

City bus:

- Line 73: Diego de León - Feria de Madrid
- Line 112: Mar de Cristal - Quarter Airport
- Line 122: Avenida de América - Feria de Madrid

Intercity bus:

- Line 828: Universidad Autónoma - Alcobendas - Feria de Madrid - Canillejas

##### **Renfe**

Nuevos Ministerios station has direct connection to the Line 8 of the subway.

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## Own vehicle

IFEMA is connected to the main roads:

- M11 (exits 5 and 7)
- M40 (exits 5, 6 and 7)
- A2 (exit 7)



\*The congress will be taking place in North Pavilion, 1<sup>st</sup> floor. If you are expecting to come in public transport, please note that it will take you approximately 10 minutes walking to get to North Pavilion from South Access (where Metro and buses stop).

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## From IFEMA NORTE to La Casa Encendida

The **dinner** will be taking place in “La Casa Encendida”, a building located near Atocha.

You can access there through Metro:

- Line 3 (Moncloa-Villaverde Alto): stopping in Lavapiés or Embajadores.
- Line 1 (Valdecarros-Pinar de Chamartín): stopping in Atocha.

The venue is also accessible by bus:

- Lines 27, 34, 36, 41, 119, C1 or C2.

As it is in city centre, it is accessible by bike or walking. Find the link to Google Maps by [clicking here](#).

## General info about public transportation

- There is a wide local bus, metro and rail network in Madrid. Moreover, electric bikes can be rented ([www.bicimad.es](http://www.bicimad.es)), electric scooters ([www.voiscooters.com](http://www.voiscooters.com)) and cars (<https://zity.eco/>).
- You can purchase tickets at any metro station. Cash and cards are also accepted in buses. A price of one-way ticket is 1.50 euros. More info about tickets and fares [here](#).
- Taxis are also widely available across the city, these are the most used taxi calling numbers: +34 915 47 85 00, +34 911 76 00 81 or + 34 913 71 21 31
- Madrid also counts with a wide availability of private car mobility such as Uber, Cabify or Bolt.

## At the congress

### Covid-19 instructions for the conference

- Use of **face masks** at the conference is **voluntary**, and you can bring your own mask. There is no national or regional obligation or official recommendation to use a face mask. The use of face mask is officially suggested in high-risk situations at one’s own discretion.
- The use of face masks is **mandatory in the following places**: public transport (taxis, Metro, bus, train, plain, etc.), medical facilities and pharmacies.
- We recommend good hand hygiene.
- See [here](#) for latest updates on Covid-19 situation in Spain.

### Conference registration at the venue

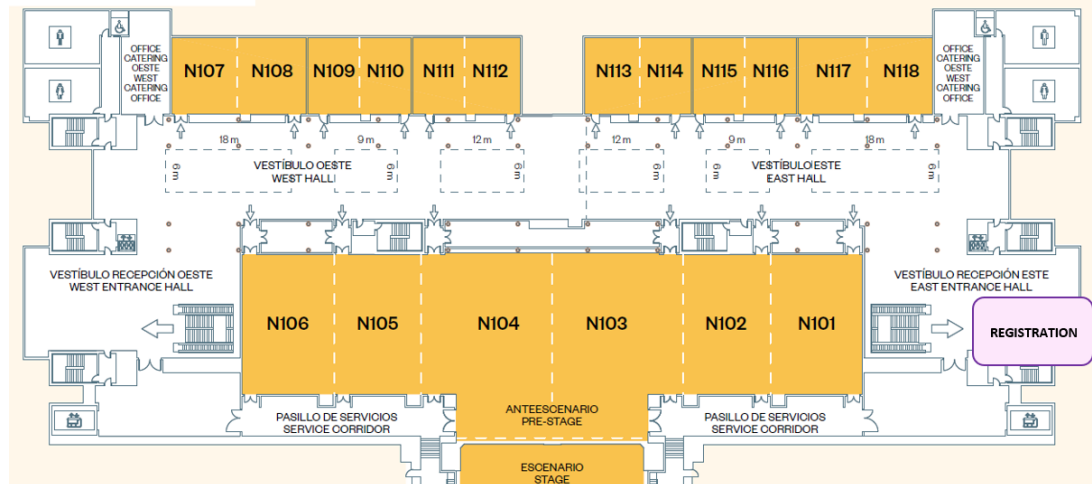
- **Registration** will be open from 11:00am on Wednesday 6<sup>th</sup> July until the end of the congress.
- When arriving, please follow indications to North Pavilion. Once you get there you must access through “**East entrance hall**”, **1<sup>st</sup> floor**. Registration and welcome will take place here and the **technical secretariat** will be available here during the whole congress to attend your queries.
- A white envelope with your name will be handed when registering. Inside you’ll find your badge and tickets for lunch boxes, dinner, and party (if applied).

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- An attendee bag will be handed as well including a notebook, a pen, and a summary of the program of the congress.
- There will be water stations located throughout the venue, we recommend you bring your own reusable water bottle to fill it when needed. There will also be sofas and tables where you'll be able to rest or work during the congress.

Planta / Floor / 1



## Info desk and publications table

- There will always be at least one person present at the info desk during the conference program. Turn to them with any questions or troubles regarding the conference.

## Participation and Presentation at panels

- Duration of each panel **session is 1,5 hours**. In most panels there are 4 or 5 presenters. The recommended length for presentations is 15 minutes + 5 minutes for discussion. However, presentation times and discussion can be adjusted by panel organizers depending on the number of presentations in each session.
- The **discussion** can be scheduled for either right after each presentation or after all the presenters have presented. This is for the panel chair to decide. The chair is also responsible for taking care that the panel stays on schedule.
- You can use **PowerPoint** presentation or other visual aids in your presentation. In each room there will be a **laptop** computer, with access to internet, Microsoft Office package (inc. PowerPoint, Word etc.) and VLC media player (for videos) installed. The laptops will be ready to use and connected to the speakers and to a large screen or a projector. Please take your presentation into a **USB drive** and make sure you are in the session of your presentation 10 minutes ahead of schedule.
- Panel organizers must bring in a USB drive the **pre-recorded videos** of presenters who sent them previously.
- There will also be an on-call IT expert present on the venue during the panel sessions.

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## Food & Dining

- Lunches and dinners are not included in the registration fee.
- Morning coffee breaks are also included in the registration fees.
- Lunch boxes previously ordered and paid will be distributed on-site during Thursday and Friday lunch breaks (12:30 – 14:00). There will be no possibility of buying lunch boxes on-site
- At the venue, lunch, coffee, and refreshments can also be purchased at the following establishments:
  - Cafetería Norte (9:00-20:00)
  - Two Food Trucks (12:00 - 16:00)
  - Coffee bike (9:00 - 16:00)
  - Cafetería Plaza Mayor (12:00 - 16:00)

## Wi-Fi

- Wi-Fi is available in all the venue.
  - Name: **IFEMAFREE**
  - For accessing, there is no need of password, just personal details must be entered.

## Social program

- On Wednesday evening 19:00-20:30 there will be a **Welcome Reception** at the conference venue (IFEMA), just after the plenary session.
- On Friday evening, from 8:30 to 11:00 pm at the “Casa Encendida” there will be a conference **dinner** and, at 11:00 pm, a conference party in the same venue. Tickets for the dinner are almost sold out. Tickets for the party are still available and can be purchased at the registration desk, during the registration process.
- Please remember that on-site payments must be done by cash or credit card.
- Party and dinner tickets will be available in arrival order.
- All those who already purchased their tickets for the dinner or the party, will be able to find two different tickets in the envelope delivered when registering in IFEMA. These tickets must be handed when accessing “Casa Encendida”, so make sure they do not get lost.

## Children area

During your stay in Madrid with your children, you may **contact “Fast English”** for day-long recreational activities. [Fast English](#) is a professional company organizing children educational and recreational activities in English, which take place in their premises in Prosperidad, not far from Nuevos Ministerios.

Some of the **requirements** of this camp are:

- Children must be 4 years old or more.
- You can register your children per days.
- Drop-off: 8:30-9:00am
- Pick-up: 16:00-17:00pm
- For registering visit their website: <https://www.thekellymethod.com/contact>
- Contact person: [info@eldojo.es](mailto:info@eldojo.es)

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Additionally, for all those who wish to attend the conference with their children, there will be an **area** for them located in the “West entrance hall”, 1<sup>st</sup> floor. This is a play and care area where parents can have space to care for their children, while at the conference. Some games, books and materials to draw, paint and play will be provided, but we encourage parents to also bring materials and toys for children to play, as it is a self-organized space.

