

Important information for Biochemical Engineering XVII participants
(Program and more details at www.engconfintl.org/11am.html)

June 19, 2011

To: Participants-Biochemical Engineering XVII

From: Barbara Hickernell, CAE, ECI Director

We are looking forward to your participation at the Biochemical Engineering conference in Seattle. This note conveys a number of items for your attention.

Conference Center Information: The conference will be held at the Bell Harbor International Conference Center, 2211 Alaskan Way (Pier 66), Seattle, WA 98121. Tel: 1-206-441-6666

Hotel Information: Most participants are staying at the Seattle Marriott Waterfront Hotel, 2100 Alaskan Way, Seattle, Washington 98121. Tel: 1-206-443-5000

The overflow hotel is the Renaissance by Marriott at 515 Madison Street, Seattle, Washington 98104. Tel: 1-206-583-0300.

Airport Transfer Information: There are several options. In order of ascending costs they are:

1. Link Light Rail – The SeaTac Airport station is connected to the 4th floor of the airport garage. Trains arrive and depart on the platform level of the station. The covered, level walkway to/from the airport terminal is one level down on the mezzanine. The well-lit walkway is separated from the main area of the garage and directional signs point the way to the Main Terminal skybridge. The Link light rail service runs from 6 a.m. to midnight on Sundays and 5 a.m. to 1 a.m. on weekdays. Trains arrive and depart every 7.5 to 15 minutes, depending on the time of day. Cost is \$5.00. Exit at the Westlake Center, about 5 blocks from the hotel. One can then either walk to the Marriott or take a taxi. (More information is available at www.portseattle.org/seatac/ground/publictransit.shtml)
2. Shuttle Express (<http://shuttleexpress.hudsonltd.net.res>) shared van service, town cars, limo and taxi services. The cost will depend on how many individuals are sharing the vehicle. Make your reservation on line. The reservation from the airport is considered an “open reservation.” You would check-in at their curbside kiosk (located in the center of the 3rd floor of the airport parking garage) to activate the “open reservation” and be added to a group going in your direction.
3. Seattle Airport Luxury Taxi (www.seattleairport-taxi.com/) offers a \$35 (plus tip) flat fee to downtown Seattle. They need reservations and accept major credit cards. Passengers are picked up right outside the baggage area.

Driving Information: Directions from SeaTac Airport can be obtained on Mapquest.com – the ride takes approximately 25 minutes.

Parking costs: If you are driving and plan to park at the hotel, parking is \$40/day plus tax. There are major car rental companies nearby the hotel.

Sunday Schedule:

- **Conference check-in at the Bell Harbor Conference Center:** From 14:00 – 18:00 on Sunday, June 26 just outside of the Bay Auditorium. Your conference packet will contain a map of downtown Seattle as well as a list of restaurants.
- **Sunday “Stations” Dinner:** The “stations” dinner is from 17:00 – 18:30 at the Maritime Event Center that has an interactive nautical museum which you are invited to enjoy as you eat.

- **Sunday Technical Session:** The technical session begins at 18:30 in the Bay Auditorium with the keynote talk by David Baker and the BEJ Young Investigator Award Winner Talk by Kristala Prather-Jones.
- **Sunday Poster Session and Social Hour:** In the International Promenade from 21:00 – 22:30.

Monday

The technical program on Monday ends at 7:00 pm and dinner is on your own. There are numerous restaurants of all price ranges in downtown Seattle. The information in your conference packet will include restaurant information; however, should you want to read about restaurants prior to your arrival, go to www.visitseattle.org/visitors/eat

Tuesday

There is a break in the technical program on Tuesday between 12:30 pm and 5 pm. Lunch is on your own. This is a perfect time to explore Seattle. Please check the email sent regarding activities to see some of the options. The chairs are recommending the Argosy Seattle Locks Cruise and Sightseeing Tour which leaves Pier 56 at 1:00 pm and returns at 3:30 pm.

Reminder: Please wear your conference badge throughout the conference as this identifies you to other conference participants, conference center staff, and will also admit you to meals at the conference center.

Internet access: There is free internet access at the Bell Harbor Conference Center. There is complimentary wireless internet in the Marriott lobby and two computers with complimentary wireless internet in the business center. Platinum and Gold Marriott elite award members receive complimentary wired internet in their bedroom; however, others pay a discounted rate of \$6.00 per day plus taxes for wired room internet.

Speakers: Our standard equipment is a Computer Projector and a PC laptop for PowerPoint presentations. Please bring your presentation on a CD or a USB key/flash drive. There will be graduate student assistance available to make sure your presentation is loaded prior to the session during which you are speaking; however, it is your responsibility to make certain the presentation is loaded.

Be sure that you have provided your session chair with a *brief* biography for introductions.

It is essential to the conference schedule that you keep to your given time, allowing enough time for questions/discussion. Keeping in the tradition of these conferences, please be available during the conference for discussion and questions. Meals and social hours are perfect for discussion and questions.

Poster Presenters: Poster sessions will be held in the International Promenade. Poster boards will be numbered. Posters may be hung starting on Sunday afternoon at 5:00 pm. ECI will provide tacks to fasten the posters to the poster boards. You are asked to remain by your poster for questions and discussion during the specific viewing time. All presenters should be by their poster on Sunday evening. Presenters for odd numbered posters need to be with their poster on Monday; presenters for even numbered posters need to be with their poster on Tuesday. All posters will be available during the conference. Remove your poster on Wednesday evening.

Weather: Seattle weather is never too hot nor too cold. Always bring an umbrella, sunblock and a camera. Check www.weather.com before you pack.

Early Arrivals: ECI does not make pre/post conference reservations - that is the responsibility of the participant. There is a pre/post conference registration form on the web site. (www.engconfintl.org/11amhot.pdf) If you have not already made pre-conference reservations, you may find it difficult as the Seattle Rock-and-Roll Marathon will be held on Saturday and that is attracting many people as there will be music all along the route. Live Seattle bands will be performing a variety of music from alternative to classic rock, punk, funk and blues to jazz.

Miscellaneous:

- If you have any special dietary needs (e.g., vegetarian, allergies, etc.) that you didn't communicate to us on your registration card, please be sure email us now so that we can give the Chef the information. We must provide food guarantees on Tuesday and will not be able to accommodate additional dietary needs requests after 2 pm on Tuesday eastern daylight time. Contact me at barbara@engconfintl.org
- ECI conferences are informal, and we discourage suits and ties. Casual dress is preferred.
- An electronic conference evaluation/questionnaire will be distributed by email to participants on Wednesday. Please complete and return it as your comments will be very useful to ECI and the chairs of future conferences in this series.
- We suggest that you use Skype, a calling card, or your cellular telephone as telephone calls from hotels can be quite expensive.
- Smoking is not allowed at any conference functions.
- Turn off (or turn to vibrate) your cell phone during technical sessions.
- Audio taping, videotaping and photography of presentations is strictly prohibited.
- Bring a sweater in case the conference room may be cool at the beginning of the sessions.

We thank the conference chairs, **François Baneyx** (University of Washington), **Costas D. Maranas** (The Pennsylvania State University), and **Beth Junker** (Merck & Company) for the effort they made to produce this extraordinary program.

Beth Junker will be the ECI technical liaison on site. **Kevin Korpics** and I (**Barbara Hickernell**) are the site managers for this conference.

Should you have any last minute questions, please call us at 1-212-514-6760.

We wish you all an intellectually stimulating, productive and enjoyable conference.