September 4-7, 2012, Beijing Friendship Hotel, Beijing, China

Final Announcement

Honorary Chair

Professor Yuanfang Liu Peking University, China

Conference Chair

Professor Yuliang Zhao National Center for Nanoscience and Technology of China, and Institute of High Energy Physics, Chinese Academy of Sciences

Secretary-General

Professor Chunying Chen National Center for Nanoscience and Technology of China

Organized by

National Center for Nanoscience and Technology of China, Chinese Academy of Sciences

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Presentation Guideline

Oral Presentation

The offcial language of the conference is English. The time allocations for plenary, keynote, and selected presentations will be 35, 25, and 15 minutes including discussion, respectively. Time allocation for Future Scientists Forum presentations will be 10 minutes including discussion. Multi-media projector with laptop will be available for presentations. Multi-media presentations should be prepared in Windows compatible format in English.

The presentation file should be pre-loaded in the conference computer **six hours** before the session begins. For presenters who use their own removable storage devices, the device and the file must be tested on the conference room computer **six hours** prior to the session.

Poster Presentation

1. Poster Preparation

Poster should be confined to 120 cm high by 90 cm wide. Display board will be provided for each poster presentation. The poster can be mounted with adhesive bands, which will be provided at the registration site.

2. General Appearance

Poster presentation should include the title, abstract, main text figures and/or tables, diagrams and conclusions. Please include your contact data (names, institute, address, phone, fax, E-mail). Use of color in the poster presentation makes visual communication more effective. Textual and graphic illustrations should be kept simple but effective.

3. Lettering

All poster lettering should be typewritten. Since your poster will be read at distance of a couple of meters, use appropriate size lettering.

4. Set-up and Presentation

Authors or their representative must be in attendance to set-up their display and to present their posters at the session time designated in the scientific program. Display boards will be ready by 13:00 Wednesday, Sept. 5, 2012. All posters should be removed as soon as possible after the last poster session, i.e. 11:00 Friday, Sept. 7, 2012.

Awards for Presentation

Some excellent presentations will feature at awards that will be presented at the closing ceremony of the conference: **Poster Award** for posters and **Outstanding Young Scholar Award** for orals in the Future Scientists Forum. The best presentations will be selected by the Scientific Committee of Nanotoxicology 2012 during the symposium. Both Awards are sponsored by the ACS Publications *ACS Nano* and *Nano Letters*.

Transportation

Transportation from and to the airport will not be arranged by the conference. The Beijing Capital International Airport (PEK) is about 30 kilometers away from the Beijing Friendship Hotel. You can use several kinds of public transportation from there to the hotel.



At the exit of the arrival hall, you can take a taxi to the hotel. Usually, the expense for the trip is about 120 Yuan RMB plus a road fee of 10 Yuan RMB . (It will cost more if there is traffic jam or at night.)

Please show Taxi driver which is your hotel:

请带我到北京友谊宾馆。谢谢!

Please take me to Beijing Friendship Hotel: (86) 10 68498888. Thank you!

北京友谊宾馆,北京市海淀区中关村南大街一号

Tips: You can take a taxi from any place in the city back to the hotel. Remember to take the cab with an authorized sign of "Taxi", pay the fee shown on the taximeter inside the cab and keep the printed receipt.



Airport Shuttle Bus

You could take the Airport Bus [Line 4 - Capital Airport to Gongzhufen]: Get off the bus at Friendship Hotel. Ticket for Single trip costs 16 RMB. Here is Chinese you might want to show the Bus driver:

请问机场巴士4号线在哪里?我要在友谊宾馆下车,谢谢!

Where can I take Airport Bus Line #4? I would like to go to Beijing Friendship Hotel, please.

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| Line 4: | Capital | Airport- | Gongzhufen |
|---------|---------|----------|------------|
|---------|---------|----------|------------|

(First bus: 7:00 Final bus: 23:00)

- 1. International Exhibition Centre;
- 2. Xibahe;
- 3. Anzhen Bridge;
- 4. Madian Bridge;
- 5. Beitaipingzhuang;
- 6. Jimen Bridge;
- 7. Friendship Hotel;
- 8. TV Station;
- 9. Zizhu Bridge;
- 10. Hangtian Bridge;
- 11. Gongzhufen (Xinxing Hotel)

Subway

Line 4: Gongzhufen – Capital Airport

(First bus: 5:30 Final bus: 21:00)

 Gongzhufen (Xinxing Hotel);
Friendship Hotel (North Entry Air Ticket Office)
Beitaipingzhuang (from the east of the crossroad);
Anzhen Bridge;
Capital Airport

Please be aware that you will need to cross the street by an overpass to reach the Northwest Gate of the hotel. (Please refer to the map of hotel for more information.)



You should first take airport express to **Sanyuanqiao Station**, and then take the subway **Line 10** to **Haidianhuangzhuang** Station to change to **Line 4** and get off at the **Renmin University** Station. Exit the station via the **Southwest Exit** and head south to get to the hotel.

Subway Fares A flat fare of RMB¥ 2.00 with unlimited transfers applies to all lines except the Airport Express, which costs RMB¥ 25.

Please find a map for Beijing Subway Lines on the next page.

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Conference Venue

Conference Venue is arranged at Ballroom on the second floor of Friendship Palace (indicated with red circle) for Plenary Lectures.

No. 1, 2, 3, 5 Conference Room of Jiabin (Building 8 in **blue** circle) and Conference Room 1 on the second floor of Ruibin (Building 7 in **green** circle) for Keynote and oral sessions.

Poster session will be held at Conference Room 2 on the second floor of Building 7. Building 7 also will hold exhibition for sponsors at Conference Room 4 and 5 on the first floor.



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Accommodation

Accommodation for participants is arranged at Building No. 1, No. 2 and No. 4 of Beijing Friendship Hotel. Please check in at the front desk of the hotel you have reserved where you can find your reservation record before the conference registration. Free internet connection will be provided.

Note: Beijing Friendship Hotel demands the **deposit** which is to cover mini bar usage or similar usage of chargeable item in the room. The deposit can be paid in cash or by credit card. The hotel will process the credit card transaction and then process a credit at check out. A receipt is issued for cash deposits and it is necessary to present the receipt to obtain the refund of the deposit.

If you have made the hotel reservation, but do not have confirmation from the hotel, please email Ms. Yan at: <u>chyan@cashq.ac.cn</u> for it.

Reception, Lunch and Banquet

Reception will be held at Conference Room 1 & 2, Building 7 at 18:00 Tuesday, Sept. 4, 2012. **Lunch** for Sept. 5-7, 2012 (included in registration fee) will be provided at Juheyuan and Juxiuyuan Restaurant from 12:30 to 14:00.

Conference Banquet on the evening (from 19:00) of Thursday, Sept. 6, 2012 will be located at the Ballroom on the second floor of Friendship Palace. A banquet ticket of 500 RMB should be purchased by noon of Wednesday, Sept. 5, 2012 at the registration site.

Registration

On-site registration desks and information desks are located at the **lobby of Building 4** (**purple** circle on the map on pg 6). It will be open **from 14:00 to 19:00** on Tuesday, September 4th, 2012 and **from 7:30** on Wednesday to Friday, September 5th – 7th, 2011.

Distribution of conference documents will proceed during registration.

For Plenary and Keynote speakers, please find our VIP registration desk for invited speakers at the registration site (lobby of Building 4).



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Programme

Please refer to a separate file for the conference programme in detail.

Maps of the Conference Venue and Hotels

If you have any further questions, please contact Ms. Yan Chunhong at <u>chyan@cashq.ac.cn</u> without hesitates.



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北京友谊宾馆示意图

Plan of Beijing Friendship Hotel

