Useful Information

MARSS2019 registration desk

The conference registration desk will first be open during MARSS2019 welcome reception on Monday, 1 July, 18:00–20:00. The registration desk will stay open during the conference time (2–4 July).

Upon registration at the desk, you will receive your welcome bag with a badge, meal vouchers, and conference materials. You are kindly requested to wear your name badge throughout the conference.

Internet access

Complimentary wireless internet access is provided at the venue to all conference participants. Network "aalto open" is accessible <u>without password</u>. For more secured connection, "eduroam" network is available.

Information for speakers

The official language of the conference is English.

All speakers should find the session room 5–10 minutes before the start of the session and should inform the session chair on their arrival. Each session room has a video projector. Please use your own PC for the presentation. It is advisable to try your PC with the projector during break time in advance.

The time allocation for presentations at MARSS2019 is as follows:
- Keynote talk: 50 min (45 min + 5 min discussion)
- Plenary talk: 30 min (25 min + 5 min discussion)
- Technical session talk: 20 min (17 min + 3 min discussion)

All presentations must keep strictly to the allotted time to ensure smooth work at the conference.

Information for session chairs

Session chairs should arrive at the session room about 10 minutes before the start of the session, check the attendance of all speakers and make sure of correct pronunciation for the speakers' introduction.

If a speaker in a technical session is not present, the missing talk should not be filled by moving up remaining talks in the session, since people may come from other parallel sessions to attend a specific talk. Please report any missing talk to MARSS2019 secretariat just after the session end.

It is crucial that the sessions run strictly on schedule. Session chairs should warn the speakers three minutes before the scheduled end of the talk. Please be firm in not permitting speakers to run over their allotted time.

Food and beverage

All the conference coffee and refreshment breaks will be served at the scheduled time on the 1st floor. Drinking water will be provided throughout the conference.

Lunch will be provided in the exhibition/coffee space. The lunches are included into the conference registration fee. Meal signs are indicated on your name tag. Please pass your name tag to the meal distributors when receiving the meal. They will make necessary marking on the tag.

On-site exhibition

All participants are encouraged to visit the on-site exhibition, which is open on the 1st floor throughout the conference, until 18:00 on 4 July. We gratefully acknowledge the engagement of the participating companies.

Award ceremony

Award ceremony is an essential part of MARSS2019 Closing ceremony that will start at 17:20 on 4 July in the plenary hall AS2. All accepted and presented full papers will contest for Best Paper Awards in different categories. The Award Committee will announce all the nominees and winners.

MARSS2019 will traditionally present **Big-on-Small Award**, to promote upcoming talents with excellent research track and international visibility. Members of the Steering Committee and the Academic Advisory Board nominated five candidates and decided by anonymous voting. At Award ceremony, all nominees will receive a certificate of Award nomination, and this year **Big-on-Small Award** winner will be announced and honored by laudation.