

Study of Environmental Arctic Change (SEARCH)

Implementation Workshop

23–25 May 2005

The National Conference Center

Lansdowne, VA

General Information Sheet

General Schedule:

Sunday, 22 May 2005

3:00 p.m. – 7:00 p.m.

Check-In

Lobby; West Building

7:00 p.m. – 8:45 p.m.

Icebreaker Reception

Red Commons; 2nd Floor
North Building

All workshop sessions will be held in the North Building. Plenary sessions held in Room N2-150, 2nd Floor. Tentative break-out session rooms are listed at end of this document.

Monday, 23 May 2005

6:30 a.m. – 9:00 a.m.

Breakfast

Cafeteria; 2nd Floor

9:00 a.m. – 12:00 p.m.

Workshop Sessions

Various Rooms

12:00 p.m. – 1:00 p.m.

Lunch

Cafeteria; 2nd Floor

1:00 p.m. – 6:00 p.m.

Workshop Sessions

Various Rooms

6:15 p.m. – 8:00 p.m.

Dinner

Cafeteria; 2nd Floor

Tuesday, 24 May 2005

6:30 a.m. – 8:30 a.m.

Breakfast

Cafeteria; 2nd Floor

8:30 a.m. – 12:00 p.m.

Workshop Sessions

Various Rooms

12:00 p.m. – 1:00 p.m.

Lunch

Cafeteria; 2nd Floor

1:00 p.m. – 6:00 p.m.

Workshop Sessions

Various Rooms

6:15 p.m. – 8:00 p.m.

Dinner

Cafeteria; 2nd Floor

Wednesday, 25 May 2005

6:30 a.m. – 8:30 a.m.

Breakfast

Cafeteria; 2nd Floor

8:30 a.m. – 12:00 p.m.

Workshop Sessions

Various Rooms

12:00 p.m. – 1:00 p.m.

Lunch

Cafeteria; 2nd Floor

1:00 p.m. – 4:30 p.m.

Workshop Sessions

Various Rooms

6:15 p.m. – 8:00 p.m.

Dinner

Cafeteria; 2nd Floor

Meeting Location: The National Conference Center

18980 Upper Belmont Place

Lansdowne, VA 20176

Phone: 1-800-640-2684 • Fax: 703-729-8000

ARCUS Cell Phone: 907-460-0059

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Accommodations: A block of rooms have been reserved for the SEARCH workshop participants at the National Conference Center in Lansdowne, Virginia. The National Conference Center provides comprehensive meeting services including meeting space, accommodations, and dining. ARCUS must make the lodging reservation for you.

Day Guest Fees: The National Conference Center charges a \$57.25, per day, per person day guest fee for all participants not requiring lodging. This fee includes all meals served throughout the day, including breakfast, lunch, and dinner.

For those participants requiring lunch only, the day guest fee is \$26.25 per day, per person.

Morning and

Afternoon Breaks: Freshly brewed coffee, decaffeinated coffee, and assorted teas will be available to meeting participants each morning. Afternoon coffee service, assorted cookies, and snacks will be available 10 minutes prior to the start of the afternoon sessions.

What to Wear:

The daytime temperatures are averaging in the mid-70°s. The conference facility is air-conditioned so you may wish to have a sweater with you in the meeting rooms.

Getting There:

From Dulles Airport: Sunday shuttle service from Dulles International Airport to the National Conference Center is provided by the National Conference Center between the hours of 1:00 p.m. and 10:00 p.m. To use these services, locate the National Conference Center Representative Desk on the lower level between United Airlines baggage claims #2 and #3 at Dulles Airport. ARCUS will provide the conference center with your name and arrival time. While the shuttle service provided by the conference center is the preferred method of ground transportation, taxi service is also available if needed. Please keep your receipt in order to be properly reimbursed.

From Reagan–National Airport: Numerous taxi and shuttle services provide transportation to the conference center for a fee, probably around \$45.00 – \$60.00 Please keep your receipts in order to be properly reimbursed.

For driving directions to the conference center, please visit:

<http://www.conferencecenter.com/directions.html>

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Parking: When arriving by car, proceed to Gatehouse Security and they will direct you to Guest Registration and/or appropriate parking areas. Complimentary parking is available in the General Parking lots, “A” and “B”. The parking lot shuttle uses the following locations as designated pick-up/drop-off points: Front Desk/Reception, Plazas A & B, The Sports Center, and General Parking lots “A” and “B” at the covered shelters. More information is available at: <http://www.conferencecenter.com/transportation.html>

Messages: Messages to participants: 1-800-640-2684 (tell the message taker it is for a SEARCH meeting participant), Fax: 703-729-8000. ARCUS staff will check for messages throughout the meeting.

AV Equipment: Overhead projectors, slide projectors with extra carousels, pointers (laser/telescopic), wireless lapel microphone and hand-held microphone, podium microphone, and LCD projectors will be available. Photocopying will be available through ARCUS staff. Networked computers with Internet access and printing capability will be available for participant use in the conference facilities. A wireless LAN also will be available to participants at the meeting site. Individual sleeping rooms at the National Conference Center have complimentary high-speed Internet access. We suggest you bring your own Ethernet cable (Cat 5). Otherwise they can be purchased from the conference center gift shop.

Reimbursement: See Tab 8 of your notebook, or ask Tim Anzelmo.

Meeting Contacts: Tim Anzelmo, General Information: tim@arcus.org
Birte Horn-Hanssen, General Information: birte@arcus.org
Zeb Polly, Technical/AV Equipment Information: zeb@arcus.org
Helen Wiggins, Program/Agenda Information: helen@arcus.org

Tentative Room Assignments (all in North Building)			
Plenary Sessions		Room N2-150, 2 nd floor	
Break-out sessions (All break-out sessions on 3 rd Floor):			
Observing Change	N3665	Atmospheric Observations	N3850
Understanding Change	N3585	Hydrology and Cryosphere	N3781
Responding to Change	N3375	Human Dimensions	N3375
Terrestrial Ecosystems	N3556	Paleo/Long-term Observations	N3783
DMO: Physical Observations	N3665	Data and Data Products	N3585
DMO: Ecosystems	N3740	Outreach and Education	N3695