

CMS Physics Week

11-15 September 2011
Brussels, Belgium



René Magritte, Le retour (1940)
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Scientific committee

ACOSTA Darin, Florida university
CLERBAUX Barbara, Université Libre de Bruxelles
DE ROECK Albert, CERN/Universiteit Antwerpen
D'HONDT Jorgen, Vrije Universiteit Brussel
DISSERTORI Günther, ETH Zurich
INCANDELA Joe, CERN/UCSB
RODRIGO Teresa, Santander
ROLANDI Gigi, (chair) CERN
TONELLI Guido, CERN/Pisa

Local organizing committee

BLEKMAN Freya, Vrije Universiteit Brussel
CLERBAUX Barbara (co-chair), Université Libre de Bruxelles
DAUBIE Evelyne, Université de Mons
D'HONDT Jorgen (co-chair), Vrije Universiteit Brussel
JANSSEN Xavier, Universiteit Antwerpen
LEMAITRE Vincent, Université Catholique de Louvain
TYTGAT Michael, Universiteit Gent
VANLAER Pascal, Université Libre de Bruxelles

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<http://cmsweek2011.iihe.ac.be>

Université Libre de Bruxelles - Vrije Universiteit Brussel

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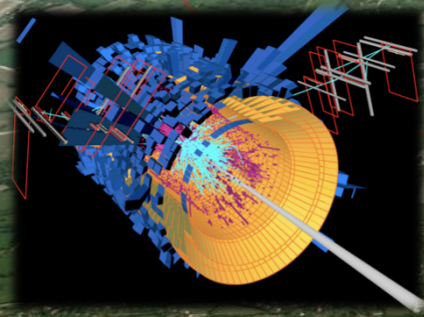
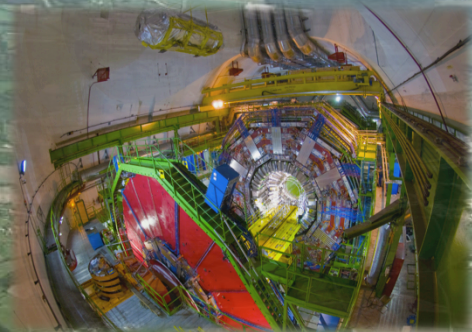
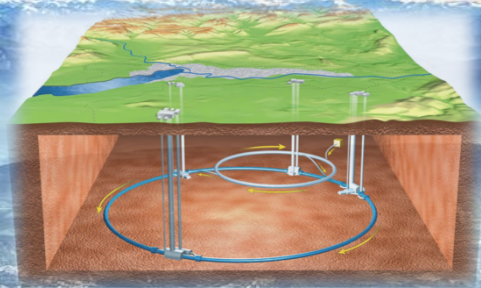
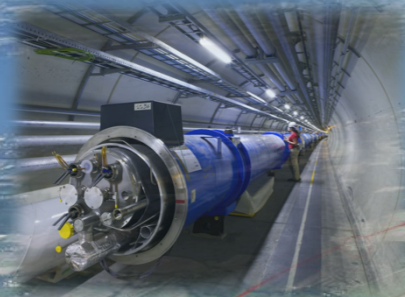
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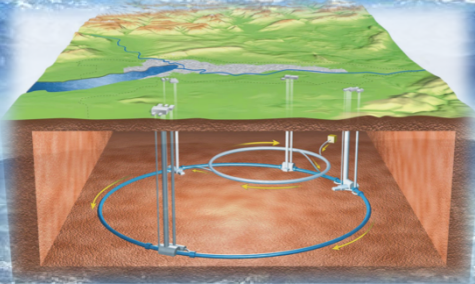
9 days from now !!



Poster: Michael Maes & Stijn Blyweert

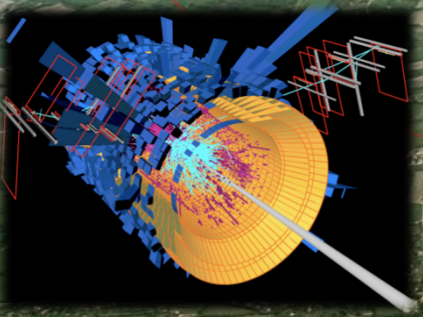
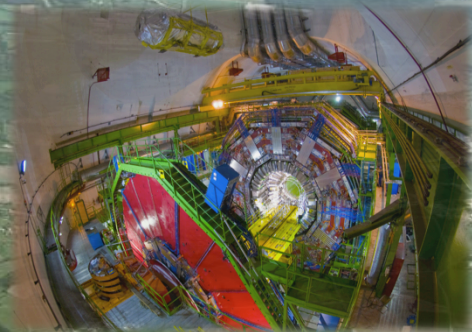
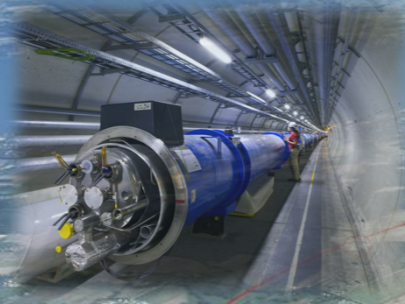
proton collisions with the LHC





proton collisions with the LHC

the CMS experiment



Main sponsors & budget

- *ULB and VUB*
- *FNRS and FWO*
- *Minister-president Charles Picque (Brussels)*
- *Minister Nollet (Wallonia)*

- *Total budget : 90.000 euro*
- *Of which almost 30% from sponsoring*

Key elements of the organization

- *internal CMS meeting (few talks with open door policy)*
- *we expect about 300-350 persons from the CMS Collaboration*
- *people have their hotel usually in the city centre (few people in the VUB campus guesthouses above Colruyt)*
- *provide the best possible settings for an exceptional meeting*

Venue is Brussels *(the heart of Europe)*



- Our city is full of history
- All sight-seeing areas in the centre reachable on foot
- Several museums, parks, historical buildings, ...
- Divers restaurants/bars/cafés (inside & outside)

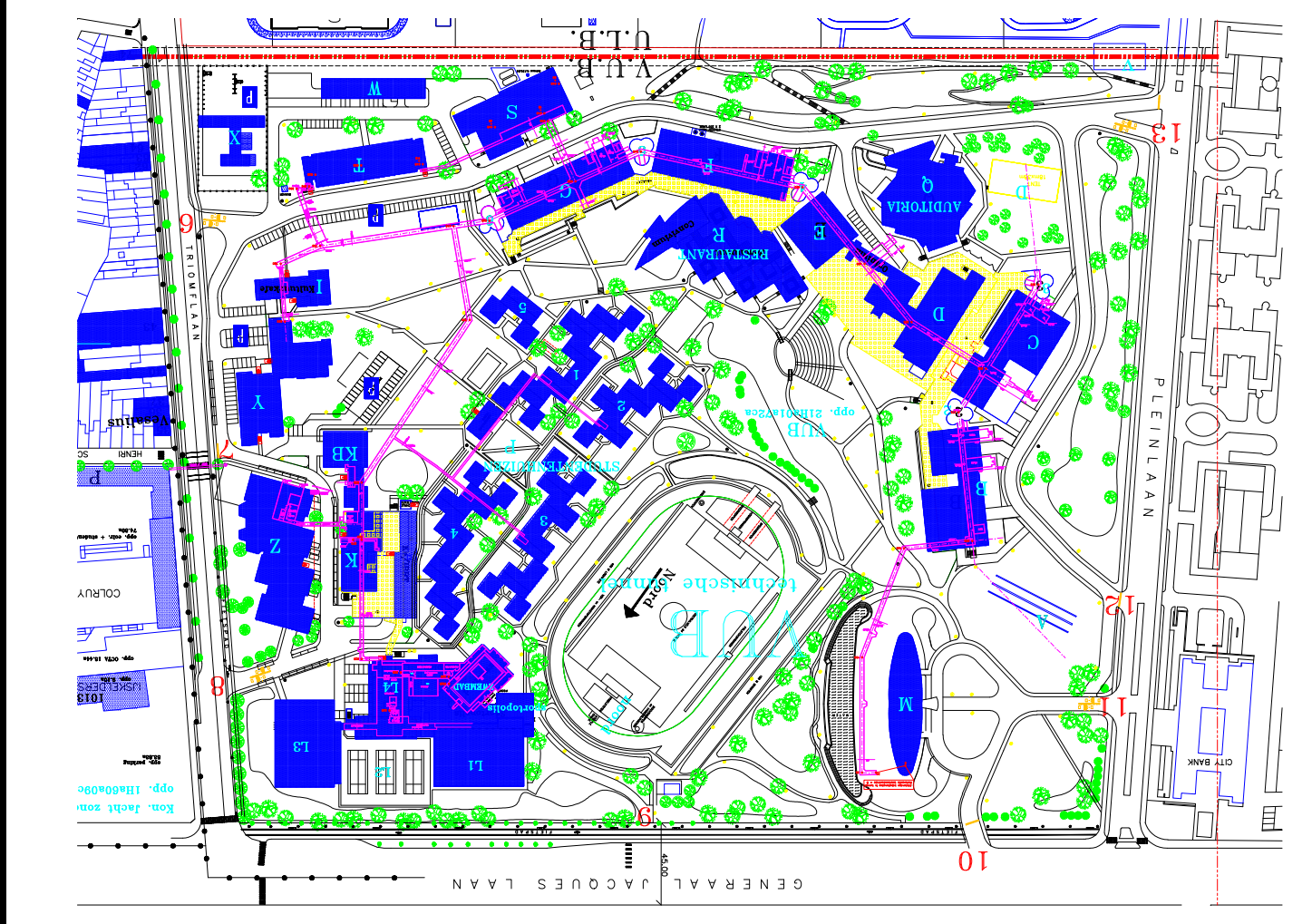


Scientific meetings (university campus)

- Main auditorium has 1200 seats with flip desk seats
- Additional smaller or medium size auditoria available if needed
- Fully equipped for audio/video
- We will foresee wireless internet
- Extensive sport facilities and restaurant on campus
- Our institute is on the campus
- Secretary area and discussion area possible in the main auditorium building



Scientific meetings (university campus)



Access to “Aula Q” and “Nelson Mandela”

- *in general via “technische dienst” or “general security” at the VUB*
- *need to make sure we have all the phone numbers (Marleen)*
- *Important: identify first person to arrive in the morning and open, and last one to leave and close*
- *direction indicators on and around campus (Gilles)*
- *General aim: the week before on Thursday/Friday everything should be installed, ready, tested; Saturday is a day off for all; Sunday all teams should be present at 8:00 (some earlier)*
- *preparation and printing of receipts, tickets, agenda, directions, badges, etc... need to happen on Monday-Wednesday next week*

Logistics in "Aula Q"

(team: Abdel, Edwin, Michael, Olivier, Shkelzen)

- ***Audio & video systems are well defined and tested***
- ***1 IT contact person (+ 2 PhD students) next to the main stage responsible for microphones & slides on laptop "stage" (need about 30 spare AA batteries)***
- ***2 IT contact persons in the PA responsible for audio and video connection, mixing audio, lights, EVO***
- ***need to install the power lines on Friday or Sunday morning***
- ***need to make sure the wireless internet connection is on***
- ***permanent contact between "stage", "PA" and Jorgen via headsets (make sure batteries are charged)***
- ***permanent "security" during coffee and lunch breaks***

Logistics in “Nelson Mandela”

(team: Danielle, Fatime, Marleen)

- *the week before on Thursday/Friday: installation of reception desk with desktops, printers*
- *install the gifts for the participants Thursday/Friday*
- *1 IT contact person as general user support (will be 2 persons the first day); there will be an IT support desk*
- *permanent “security” during coffee and lunch breaks*
- *hot moment is Sunday morning when ~300 people come in, registration opens at 8:00, hence we should arrive around 7:00*
- *main contact PayPal: Michael Frere (important on Sunday)*

General Logistics

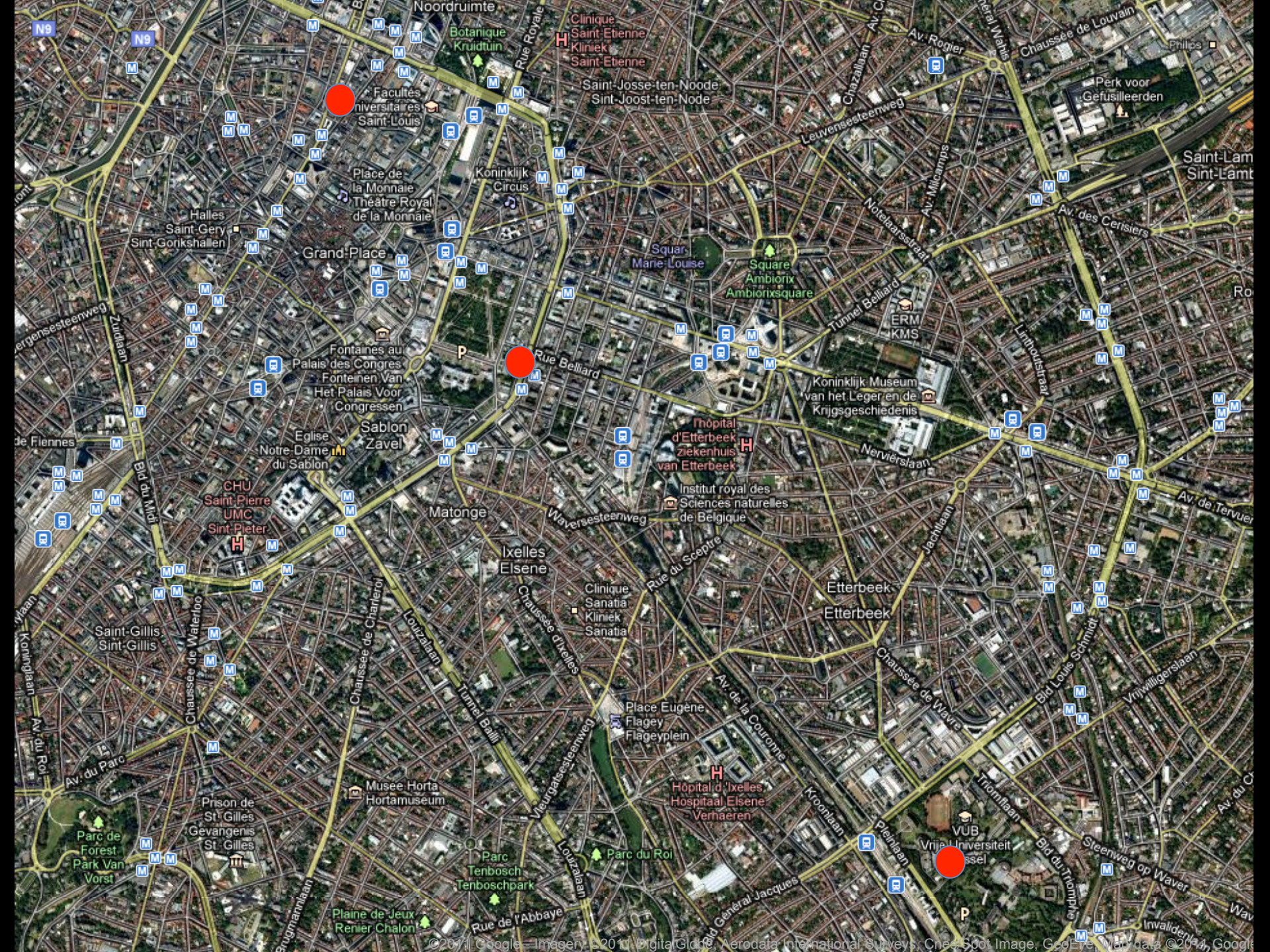
(team: Jan, Patrick, Luc)

- *help with the installation of the reception desks during Thursday/Friday*
- *poster panels to be installed in "Nelson Mandela" during Thursday/Friday → Petra/Rebeca organize the poster session*
- *need to help Pascal with the giant poster panels (Luc)*
- *fruit from Colruyt to be purchased and put in "N.Mandela"*
- *everything needs to be removed from the facility by 13:30 on Thursday; at the same time the installation for the Collaboration Board should progress (→ split IT team)*

Programme

(scientific part defined together with CMS management)

- *Scientific meetings from Sunday morning to Thursday afternoon*
- *Sunday morning Sept 11 – registration*
- *Sunday evening Sept 11 – opening ceremony (reception)*
- *Tuesday afternoon Sept 13 – excursion*
- *Tuesday evening Sept 13 – conference dinner*
- *Thursday afternoon Sept 15 – Collaboration Board*
- *Continuously : poster session*



Facultés universitaires Saint-Louis

Place de la Monnaie
Théâtre Royal de la Monnaie

Grand-Place

Fontaines au Palais des Congrès
Fonteynen Van Het Palais Voor Congressen

Eglise Notre-Dame du Sablon

CHU Saint-Pierre UMC Sint-Pieter

Saint-Gillis Sint-Gillis

Prison de St Gilles Gevangenis St. Gilles

Parc de Forest Park Van Vorst

Plaine de Jeux Renier Chalons

Parc Tenbosch Tenboschpark

Musee Horta Hortamuseum

Hôpital d'Ixelles Hospitaal Elsene Vernaeren

VUB Vrije Universiteit Brussel

Clinique Saint-Etienne
Kliniek Saint-Etienne

Saint-Josse-ten-Noode Sint-Joost-ten-Node

Botanique Kruidtuin

Koninklijk Circus

Square Marie-Louise

Square Ambiorix Ambiorixsquare

Hôpital d'Etterbeek ziekenhuis van Etterbeek

Institut royal des Sciences naturelles de Belgique

Clinique Sanatia
Kliniek Sanatia

Koninklijk Museum van het Leger en de Krijgsgeschiedenis

Etterbeek

Place Eugène Flagey Flageyplein

Matonge

Ixelles Elsene

Etterbeek

VUB Vrije Universiteit Brussel

Opening ceremony – reception



Reception

(Sunday 18:30 until 20:30)

- *speeches from VUB/ULB rectors and CMS spokesperson*
- *logistics to be put in place before (from 17:00): need one IT person + Marleen (main contact for this event)*
- *indicators A4 to be prepared and put in place*
- *meanwhile to close the VUB facility: Olivier, Danielle, Fatime*
- *should bring presents rector ↔ spokesperson (Jorgen)*
- *two job students to receive jackets/bags at the entrance*
- *main contact for this event: Marleen*

Excursion

(Tuesday afternoon)

- ***bus tour or museum (Bozar or Magritte) tour in Brussels***
- ***poster panels to allow people to indicate their choice***
- ***we need to guide the people from the campus to the city centre (the buses leave on time in the city centre!!)***
- ***meanwhile to close the VUB facility around 15:00: Marleen, Jorgen***
- ***list of emergency contacts during excursion***
- ***main contact for this event: Danielle, Freya***

Conference dinner – Le Plaza Hotel

- excellent hotel
- 3 course menu
- incl wine/water
- starting with a reception
- Belgian character !!



Conference Diner

(Tuesday 19:00 until 23:00)

- ***two job students at the entrance to receive jackets/bags***
- ***short speeches (spokesperson, Jorgen/Barbara, Petra/Rebeca for the poster contest)***
- ***prizes for poster contest and receipt form***
- ***indicator A4/A3/A2 to be prepared and put in place***
- ***main contact for this event: Marleen, Jorgen***
- ***people with special diets will be notified***
- ***... enjoy the food !!***

General items

- *in case of emergency: always contact "Reception Desk" immediately*
- *we need to know the emergency rules/procedures in Aula Q and Nelson Mandela*
- *please use your badge all the time because it will have a special color to indicate you are part of the organization*
- *print list of people who participate to each event (as a check to make sure the correct people are present)*
- *these are long days for everybody in the organization, the better we prepare the more we will enjoy the event itself*
- *Remember: this could be a historical meeting, namely the last major CMS gathering before a revolutionary discovery !!*

General timeline with hot moments

Thurs	Fri	Sat	Sun	Mon	Tues	Wedn	Thurs
			Start 7:00 or 8:00				move out

General working hours

Morning from 8:30 (Sunday from 8:00)

Closing 17:30 (Sun), 19:30 (Mon), 19:00 (Wedn), 18:00 (Thurs)