

Brussels 7-9 June 2023, venue planning & requirements

DATES & CAPACITY

- Dates: **7-9 June 2023** + very likely **1 extra** day-**6 June** (training event)
- Number of attendees for 7-9 June: **150** (reasonable expectation, but perhaps anticipate a higher number)
- Number of attendees 6 June: **30-40** (IF this event takes place)

SPACE & LAYOUT

- For **7 June**: either 1 main conference room that can be divided into 4 smaller units (**not** of equal size), or other combinations, -i.e. 1 large conference room dividable into 3 units and a 4th separate room-.

Important; smaller units must merge back into a large conference room by **6pm** to accommodate opening ceremony/keynote lecture/evening cocktail. For **8 + 9 June** only **1** conference room (full capacity) will be needed

- Coffee break/lunch break space
- Poster round space; necessary wall “real estate” for usually around **35** posters (**A0** format: 841mm X 1189mm, portrait orientation)

Posters can be hung in different areas, if such a long “straight line” hanging arrangement is not feasible.

- Sponsors’ booth area (small): plan for **2** sponsors attending (=table/2 chairs/space to hang a poster/banner/plug laptop)
- Welcome area /check-in desk

Enough space for (at least) 2 volunteers behind the desk, boxes with badges, tote bags including books of abstracts, flyers, perhaps TTAG material/forms (?) and any other items that might belong there- i.e. hand sanitisers.

- Separate stand-“info desk” for TTAG board (few m²)
- Space to hang conference banner (**2mx80cm**, portrait orientation) and few **A3/A2** conference posters

TECHNICAL & EQUIPMENT

- Fast, reliable WIFI for all attendees
- Screens/monitors/beamer for **EVERY** parallel session (4) on **7 June**. For **8 & 9 June** only for the **main** conference room
- **AV technicians** either included in the reservation package (provided by the hotel/venue) or hired externally.
- Microphones for speakers and **wireless** -ideally 2- for the audience. For the parallel sessions on 7 June probably 1 for the (smaller size) audience.
- Standard conference speakers’ equipment; podium/elevated stage/speaker’s stand (pupitre), laser pointers, etc
- Hanging rails/any other system-solution necessary to hang the (A0) posters described above, **or alternatively** depending on cost and (large)

screen availability on site, consider ePosters that attendees could check by swiping through the screens

CATERING

- 7 June: **1** coffee break (pm), **1** opening ceremony cocktail
- 8 June: **2** coffee breaks (am & pm), **1** lunch break
- 9 June: **2** coffee breaks (am & pm), **1** lunch break

And:

- 6 June **1** coffee break (pm) for 30-40 attendees (IF the 6 June event takes place)

Conference programme (7-9 June 2024)

 Conference programme (continuously updated) 

Last update: 01/12/22

7 June

13:00-17:00:

3 x BT workshops (FR-beginners / NL-beginners / EN-advanced)

13:00-17:00:

TTAG session (parallel)

18:00-19:00 (onwards):

opening ceremony by ESSTS board and lecture: "Picking, pulling and pinching, etc" by Carol Mathews
cocktail
-possibly Mary Robertson awarding MR+winner presenting OP(?)
-Mary Robertson birthday festivity moment

8 June

07:00(ish)+: morning run?

09:00-09:15: Welcome by local organisers

09:15-10:45: Genetics & imaging session. **Chair: TBA**

09:15-10:00: update genetics Carol Mathews

10:00-10:30: ENIGMA Perry

10:30-11:00: discussion

11:00-11:30: coffee break

11:30-12:30: clinical rounds. **Chair:**

Tammy Hedderly

12:30-13:30: lunch

13:30-14:00: general assembly (e-vote begins?)

14:00-15:15: ASD session. **Chair: TBA**

14:00-14:45: ASD Will Mandy

14:45-15:15: panel discussion

15:15-15:45: coffee break

15:45-16:30: poster session I. **Chair: TBA**

16:30-18:00: Oral presentations I (6) **Chair: TBA**

SOCIAL EVENT

Location TBA

9 June

07:00(ish)+: morning run?

09:00-09:15: TTAG address

09:15-10:30: Session pain and sex differences. **Chair: TBA**

09:15-09:45: pain

09:45-10:15: sex differences

(**Calgary team-Christelle Nilles?**)

10:15-10:30: discussion

10:30-11:00: coffee break

11:00-12:30: oral presentations II (6). **Chair: TBA**

12:30-13:30:

lunch

13:30-14:30: Controversy-"Hot topic"-on hold for now.

Consider: is there a treatment resistant TS? Should there be some kind of screening for FND symptoms for severe TS refractory cases? **Chair: TBA**

14:30-15:15: poster session II. **Chair: TBA**

15:15-15:45: coffee break

15:45-16:45: best papers by Kevin Black

16:45-17:15: closing ceremony: awards, 2024 announcement, ESSTS board