



ICHEP2022 Third Bulletin, 06/06/2022

The INFN Divisions and Universities of Bologna and Ferrara are proud to announce that the 41st International Conference on High Energy Physics (**ICHEP 2022**) will be hosted in Bologna from **July 6th to July 13th, 2022**. It is the first time in its long and prestigious history that the most important conference of the HEP community will be held in Italy.

Conference web site:

All the information about the conference is accessible from the conference web site: www.ichep2022.it

Dear ICHEP 2022 participants,

the conference starting date is approaching, the present bulletin collects relevant information about the services offered, practical instructions for participants both in-presence and online, technical instructions for the speakers and poster presenters. Please carefully read the instructions and do not hesitate to contact us at ichep2022-info@bo.infn.it in case of any doubt.

Registration

The in-presence registration deadline with the standard fee (regular: 600 EUR, student: 300 EUR) is **June 20th**. After the deadline it will be possible to register only during the conference at the conference desk (regular: 700 EUR, student: 350 EUR).

The registration for online participation will be open until **July 1st** (regular 200 EUR, student: 100 EUR).

Lunches and gala dinner

All the participants who want to exploit the **lunch service** during the conference and participate to the **gala dinner** at **Palazzo Re Enzo (Monday, July 11th)** are kindly requested, if not yet done, to book as soon as possible and in any case before **June 20th**. The booking and the payment can be done at the same time of the registration or later, accessing again your registration through the personal link Onlinecongress.it that is included in the receipt of your registration.

Participants affiliated to INFN need a special procedure and should carefully follow the instructions available at: https://www.ichep2022.it/instructions_INFN.pdf

We encourage conference participants to book all the lunches in advance (we offer a 6 lunch ticket for 100 EUR), as there are not many alternatives in the vicinity of the conference site. A limited number of daily lunch tickets, at a cost of 20 EUR each, will be available on site.

Welcome drink and poster session buffet

The welcome drink and the poster session buffet are both included in the registration fee. However also in this case the participants are kindly requested to flag their attendance using the appropriate check boxes. This can be done at the same time of the registration or later, accessing again your registration through the personal link [Onlinecongress.it](https://www.ichep2022.it/onlinecongress.it) that is included in the receipt of your registration.

Child-care

A child-care service is offered free of charge at the conference site. For safety reason the service is limited to 25 children in the age range 1-12. The lunches for the children are included in the service. The request for this service should be done during the registration process, at the moment only few available places remain. **The deadline for the booking of this service is June 13, if the limit of 25 children is reached before the deadline no other requests will be accepted.** The service is managed by professional child-care providers who speak English. The number of operators will be two every 10 children under three years and one every 10 children over three years.

Instructions for speakers

The only accepted formats for the slides are **pdf (preferred)** or **pptx**, **any other format is strictly forbidden. The files must be uploaded to the Indico platform of the conference before 6 pm of the day before the talk, no other method of submission will be allowed.** It is full responsibility of the speakers to check their permissions on Indico. Once the timetable will be completed with the final speakers, we'll send an email to all the speakers asking to check their Indico permissions. Please contact immediately the organizers at ichep2022-info@bo.infn.it in case of any submission problem.

Instructions for poster presenters

The panels on which the posters will be posted are 100 cm wide and 250 cm high, there is no strict rule about the poster size or margin. If you need a guideline, please use a standard A0 (840 mm x 1190 mm) or 900 mm x 1200 mm size paper and leave a reasonable margin so that people can comfortably read what is written in the poster. There are no printing facilities provided on-site, the presenters must come with the final printed paper poster. The posters can be attached starting from **Friday, June 8th, morning** and will be exhibited for the whole duration of the conference.

The digital version of the poster should be uploaded to the Indico platform by both in-person and online participants **by June 30th**. The presenter can also upload a short video (max. 3 minutes

and not exceeding 50 MB) describing the poster's content. This option is highly recommended for online presenters.

HEPCon mobile app

All the relevant information of ICHEP 2022 will be available on the HEPCon app which is available both for IOS and Android. The app is interfaced with the indico environment and makes available on your mobile phone the full scientific program of the conference together with all the information about the sites of the conference and of the social events. The HEPCon app is used by several HEP conferences, once downloaded and opened for the first time the participants have to select ICHEP 2022 and load the conference data.