
International Workshop

The diversification of early emerging metazoans: a window into bilaterian origins?"

Evangelische Akademie Tutzing, Germany, 11-14 September 2017

Dear Colleagues,

July 2017

Here is some last-minute information for the International Workshop "The diversification of early emerging metazoans: a window into bilaterian origins?"

The scientific program will start on Monday, September 11, at 2:00 pm. More than 140 investigators from around the world will participate. A copy of the program is enclosed. The workshop program and any updates can be found in the meeting homepage at www.hydra-meeting.de. Upon arrival, each participant will receive a program and abstract book.

We are grateful that *BioEssays* will continue a long-standing tradition and publish a meeting report in one of its forthcoming issues. We are also delighted to announce that both *BioEssays* (Wiley) and *Zoology* (Elsevier) will sponsor poster prizes to be awarded at the workshop.

Discussion is absolutely crucial to the success of the workshop. Speakers will therefore be asked to stick to the time allotted for their talk (10 mins + 5 mins discussion // 15 mins + 5 mins discussion) and not extend their talks into their allotted discussion time. We ask the Session Chairs to be strict about this! Also, please be aware that we have a very broad range of topics and most attendees will only be familiar with their own field, so giving a good overview of your subject area and context is essential.

The workshop is partially supported by the German Science Foundation (DFG). Since this, however, does not cover all the costs, we are asking all participants to pay a **680,00 € conference fee**. This fee includes all expenses (accommodation, meals and coffee) for 4 days as well as the boat trip and conference dinner on Wednesday. **Payment must be by bank transfer prior to September 1, 2017.** Bank transfer has to be made to

apoBank Kiel
Postfach 1803
24017 Kiel, Germany

Account Nr: 0006474284
Account holder: Thomas Bosch
Purpose: Tutzing 2017
International Bank Account Number (IBAN): DE67 3006 0601 0006 4742 84
SWIFT code (BIC):DAAEDEDXXX

Please note that your registration fee must be paid in full before the conference begins within the mentioned deadline of September 1, 2017. All charges due to bank transfers have to be paid by the sender.

Thanks again to each of you for your help and support and please ask if there is something you need to know or require help with.

We are very much looking forward to seeing you soon!



Thomas C.G. Bosch (Kiel)



Thomas W. Holstein (Heidelberg)



Uli Technau (Vienna)

Attached:

- Information for presenters
- Program

Information for participants giving oral presentations

Chairpersons are requested to ensure that speakers adhere strictly to their allotted time (which is either 15 min or 20 min and includes a few minutes for questions and discussion). Powerpoint is the preferred format for the workshop. Laptops are provided in the lecture room. **To ensure smooth running of each session, we ask that all speakers follow the following guidelines:**

1. Participants may not use their own laptops for their presentations. Only the laptop provided in the lecture room may be used.
2. Presentations will be pre-loaded only by the organisers or their helpers, crucially not later than in the break before the session starts. Delegates are asked not to upload their presentation during or just prior to their talk, as this will inevitably cause delays in the sessions.
3. Participants giving Powerpoint presentations are asked to have their presentation on a USB memory-stick (compatible with Windows XP). These should be lodged with the desk at registration (or at the very latest the day before the presentation).
4. Previewing facilities will be available in a room close to the lecture hall.

Information for participants giving poster presentations

The poster presentation will be on Wednesday evening. Authors of posters will find their board ready and numbered. The format of the posters should not exceed 120 cm x 150 cm. Posters should be mounted on Monday before the first session. They will be on display throughout the workshop, but the major presentation session is programmed for Wednesday evening.

Arriving in Tutzing



Tutzing in Germany:

Tutzing is located just 40 km south of Munich.

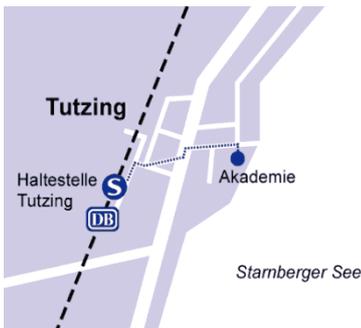


From Munich to Tutzing:

The town can be reached easily by public transportation:

From Munich airport to Munich Main Station: The S-Bahn (S8) leaves the airport in 20 min intervals.

From Munich Main Station to Tutzing: (a) The train towards Garmisch leaves Munich main station every full hour. The second stop is Tutzing. (b) The S-Bahn (S6) leaves Munich main station in 20 min intervals. It's final destination is Tutzing.



The Akademie in Tutzing:

From Tutzing station to Akademie: on foot (10 min) or by Taxi: Bahnhofstraße, Hallberger Allee, Hauptstraße.

For more information see
<http://www.ev-akademie-tutzing.de/en/>

Contact address to relay messages to participants during the workshop:

C/O International Workshop (Prof. Bosch)
Evangelische Akademie Tutzing
Schloss Tutzing
Schlossstraße 2 + 4
82327 Tutzing
Tel: +49 - 8158 - 2510
Fax: + 49- 8158 – 996444
<http://www.ev-akademie-tutzing.de/en/>