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## International Workshop

# At the roots of bilaterian complexity: insights from early emerging metazoans

Evangelische Akademie Tutzing, Germany, September 16-19 2019

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Dear Colleagues,

July 2019

It is our pleasure to confirm your participation in the International Workshop "At the roots of bilaterian complexity: insights from early emerging metazoans". As stated earlier, we were overwhelmed by the large number of applications for this year's workshop. Since the Academy allows for a maximum number of 120 participants, we currently have 13 students on a waiting list. Therefore, if there are reasons which force you to cancel your participation, please let us know as early as possible so that we can allow persons from the waiting list to join the workshop.

The scientific program will start on Monday, September 16, at 2:00 pm. 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](http://www.hydra-meeting.de). Upon arrival, each participant will receive a program and abstract book.

The workshop is generously supported by the German Science Foundation (DFG). Since this, however, does not cover all the costs, we are asking all participants to pay a **550,00 € 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 can be made by cash at the meeting reception desk or by bank transfer.** Bank transfer has to be made to

Bundesbank Hamburg

Account holder: Finanzministerium S.-H.-Landeskasse

**Purpose: 04035101255400 (Tutzing 2019)**

International Bank Account Number (IBAN): DE82 200 000 00 00 202 01577

SWIFT code (BIC): MARKDEF1200

**We ask that participants inform us if they have to cancel their participation. Registered participants, who do not show up for the workshop without informing us, will be charged the full registration fee.**

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). 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.

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 for all oral presentations is 15 min and must include 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.

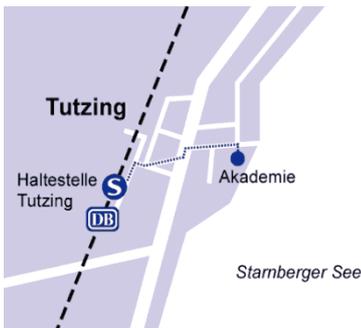


## From Munich to Tutzing:

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  
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