

Know Before You Go – Important Information for

Cell Culture Engineering XVIII

April 18, 2023

To: Participants in the Cell Culture Engineering XVIII Conference
From: Barbara K. Hickernell, ECI Executive Director

On behalf of Engineering Conferences International and the conference chairs, **Laura Palomares, Tongtong Wang** and **Chetan Goudar**, we are looking forward to your participation in this conference. **Tressa D'Ottavio, Kevin Korpics and I** will be the ECI on-site staff and our office is **the Coral Conference Center**, near the Grand Coral Ballroom.

HOTEL INFORMATION:

Grand Fiesta Americana Coral Beach Cancun, Blvd. Kukulcan km. 9.5, Hotel Zone, 77500, Cancun, Quintana Roo, Mexico

Phone: +52(443)310 81 37

Website: <https://www.grandfiestamericana.com/hoteles-y-resorts/grand-fiesta-americana-coral-beach-cancun-all-inclusive-spa-resort>

TRANSPORTATION FROM CANCUN INTERNATIONAL AIRPORT

We have provided transportation from the airport to the hotel (and return). This week you will receive an email with instructions as to where to meet the transportation coordinator. After clearing immigration where you must present your passport, you will claim your luggage. Note that there is a random check of luggage. When leaving the airport, you will encounter many people and booths offering “free” taxi and transfer services. **Please ignore them** and proceed outside through the airport’s double crystal doors to the meeting point outside the Margaritaville/Welcome Bar. Look for the ECI logo to find the representative from Global Incentive Management (wearing white shirts, khaki pants and name badges) there to greet you.

UPON ARRIVING AT THE HOTEL

Once you arrive at the hotel, go straight to the check-in area.

Resort Wrist Bands – The resort will distribute wrist bands to everyone in our group and this will identify us as part of the conference.

Be sure to stop by the Experiences Desk to make reservations for Tuesday evening dinner as you will have a choice of where to eat at the hotel that evening.

Insurance – Upon check-in you will be informed about the travel/health insurance the hotel offers.

COVID

Our community thrives by engaging with each other face-to-face but we wish to be safe in doing so. Prior to registering, all conference participants and their guests submitted proof of full vaccination. Before you leave for Cancun, we suggest you test for Covid and also bring some home test kits and some masks with you. If you test positive, please do not come. If you are not feeling well during the conference, please stay in your room and contact the ECI staff. Just follow common sense procedures on your journey and during the conference. Wearing a mask is not mandatory but you may consider wearing one as some of your colleagues may be of high risk and would appreciate your keeping distance and wearing a mask, especially at poster sessions where there are many close discussions. The ECI staff has access to additional masks should you need one.

If you would like to have your emergency contact information available, please use the form on the reverse side of your name badge.

SAFETY AND TRANSPORTATION IN CANCUN

Only registered hotel guests are allowed on the hotel property and there is adequate security. Should you go into town at night, use common sense precautions.

We recommend that you use taxis or hotel-provided transportation rather than Ubers as hotels will not allow pick-ups by Ubers on hotel property because of licensing disputes between taxi and Uber drivers. Be aware that taxis may not have meters and a price should be agreed upon in advance.

ORAL AND POSTER ABSTRACTS

The files are in PDF format. You can add comments, highlight, add text to the abstract files, and print. However, rotate, delete, replace, crop, split document and insert pages are not accessible.

Please note that in our attempt to go green, there will not be a printed copy onsite. We recommend downloading the files prior to arrival. If you would like to have a hard copy on hand, please print and bring with you to the conference.

WEATHER:

The long-term forecast calls for mostly sunny to partly cloudy days. Highs are on the weekend are predicted to be around 87°F and lows around 75°F. Bring a sweater or jacket for the conference room if the temperature is too cool for you.

SATURDAY ARRIVALS

17:00 - Early career preconference check-in (Grand Coral Foyer)

17:00 – 19:00 - Come to the main lobby bar and meet other early arrivals.

SUNDAY SCHEDULE:

08:00 – Early Career Preconference Workshop continues

10:00 – Preconference International Biomanufacturing omics workshop (Coral Garden 3)

12:30 – 17:30 Poster set-up (Grand Coral Foyer and Grand Coral 1)

14:00 – 16:45 Conference Check-in (Grand Coral Foyer)

14:30 – 15:30 Early Career Preconference Flash talks

16:45 – 17:00 Conference begins (Grand Coral 2 and 3)

18:00 - 19:30 Dinner (Sunset and Veranda Terraces)

19:30 – 21:30 Poster Session (even numbered posters) (Grand Coral Foyer and Grand Coral 1)

SPECIAL EVENTS

- DEI Breakfast on Tuesday morning (Coral Garden Ballroom on 2nd floor) – handouts are on the App
- Dinner on your own on Tuesday night – Stop at the Experiences Desk as soon as possible after your arrival to make a reservation at the restaurant of your choice. Note at the Le Basilic restaurant there is a surcharge.
- Steering Committee meetings – email notifications will be sent.

SPEAKERS:

We expect that all presentations will use PowerPoint and we will have a computer projector as well as a laptop with Microsoft PowerPoint. Please bring your presentation on a memory stick for loading onto the ECI computer. If you plan to use a Mac computer, please bring the necessary adapters. The AV company requests that all presentations be loaded the day prior to the session or no later than three hours before the session in which you are speaking begins. The student in charge of AV is **Emiliano Balderas**.

Be sure that you provide your session chair with a *brief* biography for introductions.

It is essential to the conference schedule that you keep to your given time (allowing at least 5 minutes for questions/discussion). Keeping in the tradition of these conferences, please be available during the conference for discussion and questions. Meals and social hours are perfect for discussion and questions.

POSTERS:

As noted on the website, the posters should be no larger than 1 m wide and 1.5 m high. Posters should be mounted prior to the first poster session on Sunday. Double-sided tape will be provided. Posters must be removed at the end of the poster session on Wednesday night.

WORKSHOPS

Workshop 1: Advances and Challenges with Tech Transfer, Scale-up, and Comparability
Grand Coral Ballroom – 4th Floor

Workshop 3: Opportunities and Challenges to Bring Clinical and Commercial Cell and Gene Therapies to More Patients
Coral Garden Ballroom – 2nd Floor

Workshop 4: Acceleration to the Clinic and Market in the Post-COVID Era
Tuscany Trattoria Restaurant – Lobby Level

Workshop 5: Advances in Cell Engineering and Alternate Expression Systems
Coral Kingdom – 2nd Floor

Locations of Wednesday workshops will be announced.

MISCELLANEOUS: The following are a few housekeeping items:

- If you have special dietary needs (e.g., vegetarian, allergies, etc.) that you have not already informed us of when you registered, please contact [Kathy Chan](#) prior to the start of the conference. The hotel does not guarantee that special dietary needs can be met if they are not informed at least three days prior to the conference.
- Dress: ECI conferences are casual.
- Audio, still photo and video recording by any device (e.g., cameras, cell phones, laptops, PDAs, watches) are prohibited during the technical sessions, unless the author and ECI have granted prior permission. The content is the property of the presenters and their employers.
- ECI will have student volunteers taking photos during the week for a slide show at the banquet. By participating in this conference, you have given your consent to this.
- [ECI Code of Conduct](#). We expect everyone to abide by the ECI Code of Conduct.
- Smoking is not allowed at any conference function.
- ECI will electronically distribute a conference evaluation/questionnaire on Thursday. Please complete and return it, as your comments are valuable to the current chairs, the future chairs in the series, and ECI.
- Internet – There is wireless Internet access.

If you are having transportation difficulties and will be a late arrival, please either email or text either Tressa (1-516-965-4015), Kevin (+1-917-756-7513) or me (1-914-484-7349) so we can inform the hotel.

Have a safe trip and enjoy the conference!