

Know Before You Go – Important Information for

ENZYME ENGINEERING XXVII:

October 1-6 2023

September 26, 2023

To: Participants in the ENZYME ENGINEERING XXVII Conference
From: Barbara K. Hickernell, ECI Executive Director

On behalf of Engineering Conferences International, the conference chairs (**Ang Ee Lui**, Singapore Institute of Food and Biotechnology Innovation, A*STAR; **Yan Feng**, Shanghai Jiao Tong University; and **Li Zhi**, National University of Singapore) and the ECI Technical Liaison (**Jeff Moore**, Merck), we would like to welcome you to this conference. I (**Barbara Hickernell**) will be the ECI on-site staff. This note conveys several items that need to be brought to your attention.

HOTEL

Hotel: ParkRoyal Hotel on Beach Road (7500 Beach Rad, Singapore 199591).

Phone: +65 6505 5666 ([Hotel Website](#))

Check in time is 3 pm and check out time is noon.

The hotel is located approximately 17 km from Changi Airport and a taxi will take approximately 20 minutes from the airport.

COVID-19

Our community thrives by engaging with each other face-to-face (or mask-to-mask) but we wish to be safe in doing so.

As much as we would like the pandemic to be totally behind us, it isn't as there are two new Covid strains that are causing an increase in Covid cases, Thus, we suggest:

- All conference participants and guests self-test prior to the conference to assure as safe a conference environment as possible.*
- That you bring some Covid home tests **AND** masks with you. Wearing a mask is not mandatory; however, it may be very useful to wear one in situations such as the poster sessions where everyone is quite close together and talking.*
- Should you test positive or feel unwell at any time during the conference, please contact Barbara (+1-914-484-7349 or +1-914-260-3664) so that she can assist you and notify the hotel.*

We cannot make guarantees but we can assure you that ECI will follow the health and safety guidance of health authorities, consult best practices in the meetings community, and try to provide as “normal” a conference as possible during these circumstances.

If you test positive once you arrive home, please contact us so that we may inform fellow participants.

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ELECTRICITY

In Singapore the standard voltage is 230 V and the frequency is 50 Hz. Singapore uses the same type G socket as found in the UK, Ireland and Hong Kong. Please be sure to bring the correct adapter. Be aware that while a travel adapter will allow you to physically plug a US (for example) plug into a different outlet, it will not change the voltage or frequency of the supply.

FINAL PROGRAM AND ABSTRACTS FILE

Abstracts for oral and poster presentations, and the final program with participants list were shared with you electronically. If you cannot find, it, please contact [Kathy Chan](#).

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 program 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.

TRANSPORTATION FROM CHANGI AIRPORT **(Detailed information [HERE](#))**

The City Shuttle will bring passengers to most downtown hotels at a rate of S\$10 per adult. The shuttle departs every hour from 0700 – 2300 hours. See the 24-hour Grand Transport Concierges (GTC) at the Arrivals Hall.

Taxis are available at the taxi stands in the Arrival areas. A ride to the city takes about 30 minutes and costs between S\$20 and S\$40. All fares are metered. There is a S\$6 Airport Surcharge and may be an additional surcharge depending on when you arrive.

WEATHER

Singapore usually has a tropical climate with warm and humid days with temperatures ranging between 25°C to 35°C. As it is usually quite humid, comfortable, loose-fitting clothing is a must. The long term forecast currently calls for thunderstorms and so an umbrella is highly recommended. As the hotel is air conditioned, you should also prepare to bring a sweater or jacket for the conference room if the temperature is too cool for you.

SUNDAY AND MONDAY MORNING SCHEDULE

Sunday conference check-in: Begins at 15:00 on Sunday (October 1) in the Boardroom near the Grand Ballroom and the Sky Ballroom.

Sunday reception and dinner from 18:00 – 21:00 will be in the Sky Ballroom 1 and 2.

Monday morning: For those staying in the ParkRoyal on Beach Road hotel, breakfast is served from 06:00 am to 08:00 am in the hotel breakfast restaurant. The technical session begins at 08:30 in Grand Ballroom 2 and 3.

The posters sessions will be in Grand Ballroom 1.

SPEAKERS

We expect that all presentations will use PowerPoint and we will have a computer projector as well as a laptop with Microsoft PowerPoint. Slides should be the widescreen 16:9 aspect ratio. 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. Our head audio-visual graduate student is **Wan Lin Yeo** with assistance from **Jiawu Bi**, **Sudha Devi** and **Miselle Hengardi**. The students will assist speakers in loading their presentations on the conference laptop, help at check-in and at the poster sessions.

All presentations should be loaded the day prior to the session or no later than three hours before the session in which you are speaking begins.

The following advice is offered to speakers:

- (i) The less clutter (institutional logos etc.) the better. No footnotes or headers.
- (ii) You will have a well-informed audience, so you can omit introductory slides. The audience can always ask questions.
- (iii) Ask not what you can put in but what you can leave out. The viewer can, at the most, take away one message from your talk.
- (iv) Use large fonts in the figures (including graphs) so that they can be read in one glance.
- (v) Use color when it is effective, but sparingly.

Be sure that you have provided your session chair with a **very brief** biography for introductions.

It is vital to the conference schedule that you keep to your given time, allowing enough time (at least five minutes) for questions/ discussion. Keeping in the tradition of these conferences, please be available during the conference for discussion and questions.

It is essential to the conference schedule that you keep to your given time (allowing a few minutes for questions/discussion). Most of the discussion will be at the poster session. 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

Your poster should be no larger than 1 meter wide and 1.5-meter-tall (portrait style). **Odd-numbered posters are to be presented on Monday, October 2; Even-numbered posters are to be presented on Tuesday, October 3.** Posters should be mounted prior to the first poster session on Monday (21:00 – 23:00). Mounting tape or tacks will be provided. Please remove your poster after the designated poster session (either on Monday or Tuesday).

OPTIONAL EXCURSION/GUIDED TOUR:

The optional excursion will be to Night Safari and will include transportation, dinner and tour. We will be sending you an email to describe the excursion and ask if you will be participating as we need to know the number of people so as to reserve the correct size of bus. Payment will be collected in CASH on site (no credit cards).

MISCELLANEOUS-CONFERENCE

The following are a few housekeeping items:

- Please wear your badge throughout the conference. The hotel staff may refuse entry to meals and the bartender may refuse service to those without a conference badge.
- The reverse side of your name is where we suggest you place your emergency contact information.
- 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. We discourage suits and ties.
- ECI does not make pre/post conference reservations. You must contact the hotel directly.
- 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.
- 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.
- Guests/Accompanying Persons: If you bring a guest at the last moment, you must first see the ECI staff at check-in, pay for your guest, and then give the ECI proof of payment to the hotel.
- Internet – There is wireless Internet access.
- As we respect your privacy, we will dispose of your vaccination information/official identification and mobile phone number after the meeting.

MISCELLANEOUS-SINGAPORE

- The official currency of Singapore is the Singapore dollar. Credit cards are widely accepted in restaurants, bars, shops, hotels and taxis in Singapore.
- Tipping is not a Singaporean culture but it is a growing practice for good service in restaurants, hotels and taxis.
- Singapore has four official languages – Malay, English, Mandarin and Tamil, but English is the default common language.
- Water from the tap is safe to drink in Singapore. Bottled water is also widely available.
- Singapore is hot and humid all year around, with temperatures reaching highs of over 30°C. Rain storms are unpredictable and often torrential but brief.
- Smoking is prohibited in public transportation, air-conditioned and common places, including areas within 5 meters of building entrances and bus shelters.
- Alcohol Consumption – is prohibited in public areas from 10:30 pm to 7 am. At this time, alcohol can only be purchased and consumed at licensed premises and at home.

If you are having transportation difficulties and will be a late arrival, please either email or text Barbara (+1-914-484-7349) so we can inform the hotel.

Have a safe trip and enjoy the conference!