

BIOINFORMATICS WORKSHOP - LOGISTICS

To speak with HHMI Conference Center staff, call: 301-215-8700

For other questions, contact: Billy Biederman: 301-806-5508; Vic Sivanathan: 617-259-8952

For travel-related questions: HHMI Travel Desk 301-215-8747 Monday through Friday, 8:30a-5:30p ET.

If you are calling with a travel-related question outside of regular business hours, please contact Travel and Transport's Emergency After Hours Service at 833-254-5748 (toll-free), or 402-399-4667.

Venue:

- **Check-in at:**
HHMI Headquarters Conference Center
4000 Jones Bridge Road, Chevy Chase, MD 20815

Arrival:

- **Driving:**
Navigate to HHMI (see address above). Campus security will direct you to the conference center. Conference center staff will help with check-in and provide parking instructions.
- **By plane/train/bus/cab:**
Once you have arrived at a local transportation hub (train/bus station, or airport), please take a cab or other ridesharing service to the HHMI Campus address. Once on campus, the security staff will direct the driver to the conference center entrance.

Check-in:

- Upon arrival at HHMI HQ, please check-in at the conference center. If you are arriving over the weekend, you have already been provided check-in information. If you are arriving on Monday, check-in will be open by 9am.
- For information on dining options before the conference begins, please ask conference center staff.

Meals:

- All meals will be provided by HHMI from dinner on Monday, December 9 to lunch on Friday, December 13, and served at the main dining hall. Evening refreshments will be in the Pilot or in the Great Hall.

Computers:

- The entire campus has free Wi-Fi, with login information provided at the conference center. For those that have requested a laptop, loaner laptops have been set aside for you. Please see Billy Biederman or Vic Sivanathan to obtain the laptop.

How to get ready for the workshop:

- **What to wear:** Dress comfortably. You will spend most of your day at the meeting indoors, though there will be opportunities to wander the campus grounds.
- **Fitness:** There is an on-site gym that is available 24-7.

If you have any questions or concerns, please do not hesitate to ask HHMI Staff.