

4th Asia-Pacific International Symposium on Advanced Reliability and Maintenance Modeling (APARM 2010)

2 – 4 December 2010, Wellington, New Zealand

Information for Participants

Welcome to Victoria University of Wellington and to the 4th Asia-Pacific International Symposium on Advanced Reliability and Maintenance Modeling (APARM 2010). We hope you will all have a stimulating and enjoyable conference, plus some fun while in Wellington/New Zealand.

1. Transport in Wellington

In general, transport between the airport and hotels/other accommodation is a delegate's own responsibility, as is transport around Wellington during the conference. The one exception to this is on Saturday afternoon (4 December), when buses will be provided for the Conference Tours (also see point 10). The James Cook Hotel Grand Chancellor does have an airport shuttle service, but this is not free.

2. Travelling to the Conference Venue

When travelling to the Conference venue, ask to be taken to "Victoria University, Cotton Building, Gate 6, Kelburn Parade". This entrance is directly off the small roundabout at the top of the Kelburn Parade hill.

A bus stop is located close to this entrance, with the University served by bus routes 17, 18, 20, 22, 23. All but route 18 go along The Terrace (this is relevant for some hotels). Ask for "Victoria University" when getting on a bus.

3. Taxis

There is a taxi stand at the bottom of the Kelburn Parade hill (less than 5 minutes walk from the Conference venue), on the corner of Salamanca Road, but there is no guarantee that there will always be a taxi waiting.

Wellington Combined Taxis are a reliable company and can be contacted on (04) 384 4444 (+64 4 384 4444 from a mobile phone).

4. Local Parking

Up to 10 parking permits will be available each day, for any delegates who are driving to the Conference venue and wish to park for free close by. On first arriving at Victoria University, delegates should park just outside Cotton Building at Gate 6. Then, immediately contact a member of the Local Organising Committee at the Registration Desk (see point 5), who will ensure that a valid permit is obtained, and displayed correctly. Local Organising Committee members will be wearing **green name badges**.

5. Conference Registration Desk, AM102

The Conference Registration Desk will be located in **room AM102** (Alan MacDiarmid building), accessible from Gates 6 or 7 on Kelburn Parade. The desk will be staffed during the following hours.

Thursday 2 December: 7.00-9.30am, 10.30-11.00am, 12.00-2.00pm

Friday 3 December: 8.30-9.10am, 10.00-10.30am, 2.30-3.00pm

Saturday 4 December: 10.45-11.15am

On the evening before the Conference starts delegates may also register, but please note this is in a different room, CO350 (Cotton building).

Wednesday 1 December in room CO350: 6.00-8.00pm

6. Conference Name Badges and Tickets for the Dinner and Tour

At registration delegates will receive a name badge to be worn during the Conference. **Behind your badge you will find two tickets:** one for the Conference Dinner (see point 9) and one for the Conference Tours (see point 10). You will also receive tickets for your paid Dinner guests or Tour participants, if appropriate. **Please have the relevant tickets available at the Conference Dinner and at the start of the Conference Tour.**

7. Welcome Breakfast, Thursday 2 December

There will be a Welcome Breakfast in **AM102** (Alan MacDiarmid building) from **7:30-9:15am**, immediately before the Conference Opening. This breakfast will be adjacent to the Registration Desk (see point 5).

For people staying at the Mercure Wellington Hotel, 345 The Terrace, a group will be walking (NB: **uphill**) to the breakfast, led by Dr Jeff Robinson. Please be at Mercure Reception by 7.30am if you wish to join the group.

8. Conference Lunches and any Special Dietary Requirements

Lunches on **Thursday 2 and Friday 3 December** will be at the **Mercure Wellington Hotel, 345 The Terrace**. This is 1.4km away by road, but only 450 metres by walking track. The walking track is continuously downhill from the university to the hotel, and eliminates some of the uphill travel when going to the University. In addition the Mercure Hotel has a special concession of NZ\$10 for taxi travel to the University. Delegates should book that with the hotel, and get a group together for sharing the cost if desired.

Your lunch ticket is your name badge, so please wear that each day.

Lunch on **Saturday 4 December** will be a packed lunch, available for collection from 11:35am-12:30pm at the conference venue outside room **AM102** (Alan MacDiarmid building, adjacent to the Registration Desk).

Lunches on all days (and the Conference Dinner; see point 9) will include vegetarian options; if any delegates have other special dietary requirements, they should inform Dr Ivy Liu (i-ming.liu@vuw.ac.nz) as early as possible.

9. Conference Dinner and Morning Mixer, Friday 3 December

The Conference Dinner on the evening of Friday 3 December is at the **James Cook Hotel Grand Chancellor, 147 The Terrace**. This is 1.3km away by road, or less than 1km if starting with on-campus paths. **The dinner starts at 6:30pm in the Chancellor 1 Room. The Conference Dinner ticket will need to be displayed on arrival.** This will entitle delegates, and other paid dinner guests, to one free drink from the bar: wine, beer or a soft drink. In addition there will be some wine provided with dinner on each table. Further drinks may be purchased if desired.

Conference Mixer: Unfortunately Professor Pra Murthy is unable to attend APARM 2010 to deliver his plenary presentation (originally scheduled for 9.10-10.00am on Friday 3 December). Instead there will be a **Conference Mixer including refreshments: 3 December, 9.10-10.25am in AM102.**

10. Conference Tours, Saturday 4 December

The Conference Tours will take in some of the region's most popular attractions and activities: a visit to Paua World, wine tasting at either Gladstone Vineyard or Loopline Vineyard in Wairarapa, and a barbeque (BBQ) dinner on the grounds of Tin Hutt hotel. Conference delegates will be divided into three groups as follows.

Group 1	Group 2	Group 3**
1:00pm Depart Victoria University	1:00pm Depart Victoria University	12:30pm Depart Victoria University
3:15pm Paua World	3:00pm Gladstone Vineyard	2:30pm Paua World
4:15pm Gladstone Vineyard	4:15pm Paua World	3:45pm Loopline Vineyard
5:30pm Depart for Tin Hutt for BBQ dinner	5:30pm Depart for Tin Hutt for BBQ dinner	5:30pm Depart for Tin Hutt for BBQ dinner
8:00pm Depart for Victoria University	8:00pm Depart for Victoria University	8:00pm Depart for Victoria University
10:00pm Arrive back at pick up point	10:00pm Arrive back at pick up point	10:00pm Arrive back at pick up point

** Please note: Group 3 departs earlier than the other groups.

Delegates should join one of the three Conference Tours (each group has a maximum size of 40 delegates) **by signing up for their chosen group on the sheets that will be available at the Registration Desk** (see point 5). Further information about the Conference Tours is available (using the free wireless internet access; see point 11) from the Conference website:

<http://msor.victoria.ac.nz/Events/APARM2010/ConferenceTour>

At the start of the Tour, **delegates should be ready to depart 15 minutes before the allocated departure time; please have your ticket(s) with you.**

11. Wireless Internet Access

Wireless internet **for laptop use** will be available free of charge from most locations at Victoria University. Authentication (username and password) is required on first opening a browser each day, and subsequently after approximately an hour of inactivity. **See inside your registration pack for the username and password**, which are **valid only on the “victoria” network, for the Student domain** (the default setting).

Please keep the account details confidential, as it has been set up solely for the use of APARM 2010 delegates.

12. Presentation Format and Uploading Presentations onto Computers

Contributed conference presentations have been scheduled for 25 minutes, which includes time for questions. Plenary presentations have been scheduled for 50 minutes, again including time for questions. Talks should be saved as **pdf files** or **Microsoft Powerpoint files** and brought on **USB/Flash drives**. The computers in the conference rooms are all PCs running a Microsoft Windows operating system. **The use of personal laptops, or file formats other than pdf or Powerpoint, is strongly discouraged**; however, if delegates cannot present their work otherwise, please contact a member of the Organising Committee as soon as possible.

Presentations should be loaded onto the computer in the room where they will be delivered well before the scheduled presentation time; delegates should refer to the Scientific Programme (inside your registration pack or on the conference website) to confirm their presentation time(s) and location. Please ensure that all presentations within a session are loaded before the session starts. Also **please check that presentations run on the computers in the conference rooms in the way that they are expected to, prior to the start of your session**. If you experience problems, please contact one of the Local Organising Committee (wearing **green name badges**).

13. Best Paper and Best Presentation Prizes

During the conference there will be prizes awarded for **best paper** (1st: US\$400, 2nd: US\$300, 3rd: US\$200) and **best student paper** (1st: US\$300, 2nd: US\$200, 3rd: US\$100).

There will also be prizes for **best presentation** (1st: US\$150, 2nd: US\$100, 3rd: US\$50). In each of the conference rooms there will be a clearly labelled box, into which delegates should place their completed voting forms for the best presentation award. Unused voting forms will be available next to the boxes. **Please vote for the presentation(s) you like – you may vote for as many as you want!** Votes will be totalled, and awards for the best presentations will be made during the closing session.