

MEETING INFORMATION

Date:

Sunday, November 13 - Wednesday, November 16, 2011

Venue:

Kyoto International Conference Center (ICC Kyoto)
Takaragaike, Sakyo-ku, Kyoto 606-0001, Japan
Phone: +81-75-705-1234, Fax: +81-75-705-1100
URL: <http://www.icckyo.or.jp>

Organizer:

Japan Society of Quality Assurance (JSQA)



Co-Organizers:

Society of Quality Assurance (SQA)
British Association of Research Quality Assurance (BARQA)

Official Language:

English and Japanese

Simultaneous interpretation will be provided in English and Japanese for oral presentations.

Consecutive interpretation will be provided in English and Japanese for poster with short oral presentations.

Conference Hours:

	November 13 (Sun)	November 14 (Mon)	November 15 (Tue)	November 16 (Wed)
Registration	10:30-18:30	8:30-19:00	8:30-16:00	7:45-14:00
Cloak	10:30-20:00	8:30-20:30	8:30-18:30	7:45-16:30
Exhibition		9:00-17:00	9:00-17:00	9:00-11:00
Poster		9:00-17:00	9:00-17:00	9:00-11:00

Posters:

Posters are displayed in the Annex Hall during the following hours:

Monday, November 14 9:00-17:00
Tuesday, November 15 9:00-17:00
Wednesday, November 16 9:00-11:00

Short oral presentations are held on November 14 and 15 between 12:10-13:50.

Consecutive interpretation is provided.

Standard poster presenters will stand by their posters between 13:30-14:00, either on November 14 and 15 to answer questions from participants.

Exhibits:

A commercial exhibition will be held at the Annex Hall during the following hours. All participants are welcome to visit. Exhibitor's profiles are listed on this hand book.

Monday, November 14	9:00-17:00
Tuesday, November 15	9:00-17:00
Wednesday, November 16	9:00-11:00

Don't Forget!

The stamp rally will be held during the above exhibits hours.

Collect all stamps from exhibitors and enter to win great prizes!

The draw for the gift will be held in front of the entrance of the Main Hall at 12:45, November 16.

Lunch:

Lunch will be served in "Sakura" and "Swan".

Please bring your lunch ticket.

Lunch Time	Monday, November 14	11:30-14:30
	Tuesday, November 15	11:30-14:30
	Wednesday, November 16	11:30-14:30

Menu Box lunch

Box lunch will be also provided during the session of poster with short oral presentation in the Annex Hall on November 14 and 15.

Coffee Break:

Drink service is available.

Bring your coffee ticket or cash per drink.

Sunday, November 13	Coffee Lounge, 1F
Monday, November 14	Annex Hall
Tuesday, November 15	Annex Hall
Thursday, November 16 (AM)	Annex Hall
Thursday, November 16 (PM)	Coffee Lounge, 1F

Certificate of Attendance:

The certificate of your attendance will be provided in the Annex Hall at the following time of the date.

Wednesday, November 16	8:00-14:00
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General Information Desk:

General Information Desk will be opened throughout the 3rdGQAC conference.

Please feel free to contact them in case you need any additional information or assistance.

Tour Desk:

A travel agent (JTB) will be available during the conference.

Please inquire of them about Kyoto sightseeing, transportation information, and ticket arrangements.

Name Tag:

Name tags will be provided to participants upon registration. Please wear your tag at all times.

Internet:

Free internet access is available in the lobby areas of the conference center.

Business Center:

Business center is on the first floor, next to the gift shop.

PCs, copier machines, fax and courier services, printing business cards, recharging mobile phones are available.

Foreign Currency Exchange:

Main currencies can be exchanged for Japanese yen at Kyoto International Conference Center (ICC Kyoto). ICC Kyoto can process cash and Travelers checks but not credit cards.

3rdGQAC Secretariat:

c/o Japan Society of Quality Assurance (JSQA)

IPB-Ochanomizu Bldg., 3-3-11 Hongo, Bunkyo-ku Tokyo 113-0033, JAPAN

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E-mail : secretariat@3rdgqac.com

Official Website : <http://www.3rdgqac.com>

SOCIAL EVENTS

Welcome Reception

After finishing your registration, please join us in the Welcome Reception with light snacks & drinks. We are certain that it provides you a good opportunity to meet with old friends. Refresh contacts and start new networks in a casual atmosphere.

Date and time: Sunday, November 13, 17:30 -
Place: Room "Sakura" (Room has been changed from *Swan* to Sakura)
Fee: Free for all conference participants
* Light snacks
* One ticket for free drink, Cash Bar

Japan Night "Experiences in Japan"

We welcome all the attendees to "Japan Night". You could enjoy some tasty foods and Japanese Sake from Kyoto *Fushimi* where is one of the greatest old sake brewing areas Japan. Special programs (Culture Experience Programs) are also planned for you. We hope these programs will help you understand Japan and some aspects of the traditional culture while socializing with other conference participants.

Date and time: Monday, November 14, 18:00 - 20:00
Place: Room "Sakura" & "Swan", Lounge
Fee: Free for conference participants
* Buffet-style
* Free drink
You need to pay 100 Yen per cup for the special brand of Fushimi Sake.

Special Thanks:
Special thanks go to Fushimi Sake Brewers Association, Showen Kumihimo, WAK JAPAN Co. for their cooperation to the Japan Night.
Our special thanks also should go to many volunteers who cooperated for origami, calligraphy, photography, and language support.

Short Excursion "Kyoto Evening Sightseeing Tour"

Kyoto Evening Sightseeing Tour will be held on Wednesday evening, November 16. Participants will visit *Kiyomizu* Temple, the most iconic temple in Kyoto, a UNESCO world heritage site. Present building with large wooden stage was built in 1633.

Date and time: Wednesday, November 16, 16:00 - 20:00
Place: *Kiyomizu* Temple
Fee: 6,000 Yen
Meeting Time: 15:45 (*The Bus will depart from the ICC Kyoto by 16:00*)
Meeting Place: Entrance Hall of the ICC Kyoto