



July 7 - 12, 2019 - Lleida, Spain

# **DELEGATE MANUAL**





# Welcome note

Dear Delegate,

We hope your preparation is progressing well for the 37th International Society of Animal Genetics (ISAG) 2019 Conference, to be held from  $7^{th} - 12^{th}$  of July in Lleida, Catalonia, Spain. You will find in this document detailed event information about the Conference. Please read carefully the instructions below in order to make the most of your stay in Lleida.

We wish you a safe journey to ISAG 2019!

ISAG 2019 Conference Secretariat

# **Conference Venue**

Palau de Congressos (La Llotja) Avinguda de Tortosa, 6, 25005 Lleida Catalonia, Spain Phone: +34 973.22.11.55

Please click here for the location of the venue

# Homepage

https://www.isag.us/2019/

# **ISAG 2019 Technical Secretariat**

The University of Lleida Foundation Av. de Jaume II, 67 bis, 3a planta Campus de Cappont 25001 Lleida, Spain Contact: <u>fundacio@udl.cat</u> Phone: +34 973.00.35.57

# Transport to and from La Llotja

ISAG 2019 will be held at La Llotja Conference Centre, which is situated by the river that crosses Lleida, close to the train station. La Llotja is about 10 to 15 minutes walking from the city centre (City Hall or Paeria). Although distances in Lleida are short and most of the city can be reached on foot, la Llotja is also directly accessible by bus and taxi. A free conference shuttle service will be





provided from distant hotels to La Llotja every morning from 8am to 9am (see meeting points <u>here</u>).

# Public transport in Lleida

• Lleida Bus

Lleida has twelve bus lines providing communications between the different parts of the city. The bus ticket costs 1.20 € and it can be bought on board. Bus fares have to be paid to the bus driver upon entering the bus. The main route travelling to/from La Llotja is served by bus number 11 (Centre Històric).

**Centre històric** This is the most convenient bus route to travel to/from city centre, with stops at the bus station, Seu Vella (old cathedral), train station and City Hall or Paeria, among others. This bus runs from 8 am to 8 pm.



\*Bus number 11 (Centre Històric): Green line

For all bus routes and schedule, please click <u>here</u> or download the following app:

For Android system – To download click <u>here</u> For iOS system – To download click <u>here</u>



# • Lleida Taxi

Taxis are readily available in Lleida 24 hours a day. You can take a taxi whenever necessary by going to specific taxi rank or calling a taxi company (taxis are not circulating while waiting for customers in Lleida). There is a taxi rank just in front of the conference venue. These are the telephone numbers of the companies providing service in Lleida:

- Tele Ràdio Taxi: +34 973 203 050 / 973 249 090
- o Taxi Lleida: +34 973 239 900
- o Loteutaxi: +34 973 223 300

# Hotels

We hope you will enjoy your stay at your hotel. We would always recommend that our visitors keep their confirmation details to hand when checking in. Please click <u>here</u> to know how to get from your hotel to the conference venue La Llotja. We will provide a shuttle service in the morning that would stop near most hotels (see meeting points <u>here</u>). This information will be provided before the Conference.

# **Conference information**

Registration

ISAG registration desks will be located in the Hall of La Llotja Conference Centre. Upon arrival please have your registration confirmation details to hand and one of the members of the ISAG 2019 team will help you collect your badge. Registration and badges are sorted by family name and signage over the registration desk will direct you to the correct desk. Badges must be worn visibly during all conference events, including the networking and social activities. Admission to scientific sessions is restricted to participants wearing their badge. Lost badges may be replaced at the registration desk for a fee of  $\in$ 10. Any outstanding payments must be processed at the on-site registration desk before entry to the congress.

The registration desk opening hours are as follows:

- Sunday, 7<sup>th</sup> July : 14.00-18.00hrs
- Monday, 8<sup>th</sup> July: 08.00-18.00hrs
- Tuesday, 9<sup>th</sup> July: 08.00-18.00hrs
- Wednesday, 10<sup>th</sup> July: 08.00-13.00hrs
- Thursday, 11<sup>th</sup> July: 08.00-18.00hrs
- Friday, 12<sup>th</sup> July: 08.00-13.00hrs

For enquiries outside these hours please email fundacio@udl.cat



# • Delegate programme

A printed mini programme will be provided to all delegates upon registration. The full scientific programme and the abstract proceedings are available online via the website and also through the Conference app. For the full programme with speaker details click <u>here</u> and for a programme overview please click <u>here</u>. If you would like a hard copy of the full scientific programme we would recommend you to print it in advance.

## Conference App

Start planning your ISAG 2019 Conference schedule in advance. Using the ISAG 2019 mobile app (for Android and iOS devices), you can browse sessions, read abstracts, build a personal schedule, and view content offline—all from within the app. To download the app, please visit the <u>App</u> <u>Store</u> or <u>Google Play</u>, download and launch the EventPilot conference app, and then search for "ISAG2019." If you previously used this app for a different conference, click "More" from the home screen, choose "Find Event," and then enter "ISAG2019."

#### Internet access

Complimentary Wi-Fi is available throughout the venue. To access please select the ISAG 2019 wireless network (password: ISAG2019).

#### • Get connected

Join the conversation on Twitter using the official ISAG2019 community hashtag: #ISAG2019 and engage with our online community sharing the best content and key takeaways of the sessions following @ISAG2019. You can share your photos and videos by using #ISAG2019. Due to the nature of the conference please respect the presenter's wishes to not have their work photographed and shared online. At the start of each session the Chairs will inform delegates if the speaker has consented to have photos taken.

# • Oral presenters

Slides for oral presentations need to be uploaded in advance to the Conference (see <u>here</u> for details). If you did not send the slides in advance, go the Speaker's Room to upload your presentation in the system.

Please ensure that all presentation material is in 4:3 widescreen formats, except for Auditorium 1, where it should be set to 16:9 ratio. The chair of your session will be able to provide this information. Please arrive at your presentation room at least 30 minutes before the beginning of your session to speak with the Chair and familiarise yourself with the room.



All Plenary Sessions will take place in Auditorium 1. The parallel sessions will take place in the Auditorium 1, Auditorium 2, Room 3, Room 4, Room 5 and Room 6. All auditoriums and rooms are located on the 2<sup>nd</sup> floor of the building.

## Speaker Preview Room

The Speaker room is on the 1<sup>st</sup> floor of La Llotja Conference Centre. This is accessed through the Poster Room. There will some stations for speakers to check and upload their presentations onto the system and a small space reserved for speakers to work on their own laptops. An AV technician will be in attendance to assist you with checking and uploading your slides.

The opening hours are as follows:

Sunday, 7 <sup>th</sup> July:	14.00-18.00hrs
<ul> <li>Monday, 8<sup>th</sup> July:</li> </ul>	08.00-18.00hrs
Tuesday, 9 <sup>th</sup> July:	08.00-18.00hrs
<ul> <li>Wednesday, 10<sup>th</sup> July:</li> </ul>	08.00-13.00hrs
Thursday, 11 <sup>th</sup> July:	08.00-18.00hrs

## • Poster Presenters

Once you have registered, you will be directed to the Poster Room where you will be informed of your poster board location. All posters should be printed A0 size (84 cm x119 cm or 33 in x 47 in) in portrait layout. We will provide you with tape to mount your poster. All posters will be on display from Monday to Thursday. Posters should be mounted on Sunday (14:00 to 18:00) or on Monday (8:00 to 9:00) and must be removed by the end of the scientific programme on Thursday. Poster presenters including those selected for oral presentations must be available to discuss their posters during the designated poster sessions from 13:30 to 14:30 on Monday, Tuesday, and Thursday.

#### • Exhibition Area

The exhibition will take place at the Foyer of La Llotja Conference Centre. We encourage all delegates to visit the Exhibition Area during their time at the conference. To view a list of all confirmed exhibitors please click <u>here</u>. The Exhibition Floorplan can be found in the delegate mini-programme.

Opening times are:

<ul> <li>Monday, 8<sup>th</sup> July.</li> </ul>	08.00-18.00hrs
<ul> <li>Tuesday, 9<sup>th</sup> July.</li> </ul>	08.00-18.00hrs
Wednesday, 10 <sup>th</sup> July:	08.00-13.00hrs
Thursday, 11 <sup>th</sup> July:	08.00-18.00hrs
Friday, 12 <sup>th</sup> July:	08.00-13.00hrs



# Conference Catering

All tea/coffee and lunch breaks are served at the Foyer alongside the exhibition display and in the Hall of La Llotja Conference Centre at scheduled times as it appears in the programme. Dietary requirements will be catered for at a designated catering station. Please be aware no food is allowed in any of the theatres or rooms. If you require snacks and beverages outside the allocated time, you can visit the Conference restaurant located on the ground floor of La Llotja Conference Centre.

## Smoking

To protect people from the health effects of second-hand smoke, smoking in all hospitality and public venues, including bars, restaurants and cafes is prohibited in Lleida. If you smoke, please remember to smoke outside.

## • Parking

Parking is available in La Llotja underground car park at the special rate of 4€ per day.

#### • Security

Please note that La Llotja Conference Centre is a public space; however, there will be restricted access to the public at this event. With this in mind, we ask all attendees to be vigilant and report any suspicious activity to the registration desk staff. We would like to inform you that the conference takes no responsibility for attendees' personal items so please ensure that all valuables are hidden or locked away.

# • Certificates of Attendance

Certificates of attendance and presentation will be sent to you via e-mail in the first two weeks after the Conference.

#### • Survey

Please make sure you fill out the post evaluation survey that will be sent to you by email. We would appreciate your thoughts and comments to improve future ISAG conferences.



# **Social Functions**

# • Welcome Reception - Monday 8th July, 18:30-21:00hrs

The Welcome Reception will take place in the outside square of La Llotja (conference venue) immediately after the last afternoon session. The event will be organized outside and will include drinks and snacks along with a short exhibition of Catalan culture.

 Local product tasting and visit to La Seu Vella - Tuesday 9<sup>th</sup> July, 18:30-20:30hrs

A tasting of local products will be offered to participants in La Llotja after the afternoon session. After the tasting, buses will be organized to visit the monumental complex on the top of the Seu Vella mound, where the Old Cathedral, the remains of an older Arabic palace and the former ice well of the city, are located.

#### • Tours – Wednesday, 10<sup>th</sup> July

All tours outlined below will take place on the afternoon of Wednesday, 10<sup>th</sup> July.

#### Tour 1-Musical Lleida, 18:30-20:00hrs

Classical guitar concert of traditional pieces of Spanish composers performed by the well-known local singer Montserrat Seró (voice) and musician Carles Herraiz (Spanish guitar). The concert will take place at the <u>Auditorium Enric</u> <u>Granados</u> in Lleida. At the end of the concert, participants will be offered a light snack of cava and canapés.

#### Tour 2-Romanesque Lleida, 13:00-18:00hrs

Guided visit to <u>Diocesan Museum of Lleida</u>, the city's flagship museum, where archaeological remains, paintings, and sculptures from centenarian collections are conserved. After the visit to the museum, a bus will drive participants to <u>Raimat winery</u>, where they will have the chance to discover the details of the modernist winery and savour the quality of their wines.

#### Tour 3—Land of Olives and Wine, 13:00-19:00hrs

The <u>Artists' Vineyard (Vinya dels Artistes)</u> at La Pobla de Cérvoles merges art and wine. Participants will visit a vineyard that hosts sculptures and large-scale installations made by different artists. A guided visit of the cellar and a wine and extra-virgin olive oil tasting will also be offered.



#### Tour 4—Land of History, 12:30-19:00hrs

Travel back in time to the 12th century by visiting the <u>Royal Monastery of</u> <u>Santa Maria de Poblet</u>. It is the most populated monastic enclosure in Europe. Before the visit, a taste of wine will be offered in a renowned winery.

#### Tour 5—Land of Character, 13:00-18:00hrs

On the threshold of the Pyrenees, Barbastro is the capital of Somontano County in the neighbouring region of Aragon. The tour will stop at <u>Sommos</u> <u>cellar</u>, a project of architecture, design, and modernity, with 355 hectares of vineyards. The tour will benefit from a 90-minute guided tour for beginners and amateurs of wine.

#### Tour 6—Land of Nature, 13:00-19:00hrs

The <u>Mont-Rebei Gorge</u>, over the Noguera Ribagorçana River, is the largest gorge in Catalonia. It is a wildlife refuge for great birds of prey, which are typical of the cliffs, particularly hawks, vultures, and eagles. The gorge can be reached on foot but can also be visited by boat or kayak. Given the hot temperatures in July, a visit to the riverside will be organized for participants.

#### Tour 7—Barcelona on Your Own, 12:30-20:30hrs

Barcelona offers many options to visit in a day, from modernist buildings to Boqueria Food Market or a walk through the Gothic Quarter or Barceloneta Beach. In this tour, you will have the chance to stroll freely through Barcelona all afternoon.

#### Tour 8-Modernist Barcelona, 12:30-20:30hrs

Guided visit to Barcelona that includes a panoramic view of the city and a visit to <u>Sagrada Familia</u>, an unfinished modernist basilica designed by architect Antoni Gaudí. Before the visit, a typical tapas tasting will be offered to participants.

# • Gala Dinner - Thursday, 11<sup>th</sup> July, 20:00-24:00hrs

The conference Gala Dinner will be served in the monumental complex of the Old Cathedral, on top of the La Seu Vella hill. The site oversees the plains and the Pyrenees Mountains in the north. At nightfall, the mound is one of the coolest places in Lleida as it gets the breeze from the river. The sit-down, three-course dinner will be accompanied by light entertainment. Bus service will be provided to delegates from designated <u>meeting places</u> to La Seu Vella and the other way around after the dinner. Please note that you should walk up a flight of stairs to reach the Cathedral. A shuttle service to cover this last stretch will be provided for disabled delegates. Recommended dress code is business/professional.



# Accompanying persons

Registered accompanying persons have free access to conference lunches and to all social activities. To get to know each other, on Monday, from 9:30 to 10:30 there will be a get-together meeting with all participants interested in learning about what to see and how to move around Lleida and to nearby cities. Kids are also welcome to attend.

# **Useful information**

## • Opening hours

In summer most of the shops open from 10:00 to 13:30 and from 16:30 to 20:30 or 21:00. Restaurants and bars are usually open from 13:30 to 15:30, for lunch, and from 20:30 to 23:00, for dinner.

## Climate

The climate in Lleida is continental, with Mediterranean influences. Summers are hot but dry, temperature ranging from 18°C to 35°C. Hat or cap, sunblock and water, and a comfortable outfit are advisable.

# • Money, Taxes & Tipping

The currency in Spain is the Euro ( $\in$ ). Coins come in denominations of 1 and 2 euros ( $\in$ ) and 1, 2, 5, 10, 20 and 50 euro cents. Notes come in denominations of 5, 10, 20, 50, 100, 200 and 500 euros ( $\in$ ). It is important to be aware of the way numbers are written in Spain: decimals come after a comma (e.g.  $60,35 \in = 60 \in$  and 35 cents) and thousands come before a point (e.g.  $1.360,35 \in =$  one thousand three hundred and sixty euros and thirty-five cents). Traveller's cheques and 500 euros' notes are very rarely accepted, but there are no problems with credit cards in shops, restaurants, gas or petrol stations and hotels.

Sales tax in Spain is the VAT (IVA in Spanish) and in most places VAT is included in the item prices. The general VAT in Spain is 21% but there are reduced rates. The 10% shown on the bill is the IVA that you pay for restaurants, hotels, transport and general food items. There is also a 4% rate for basic food products. Gratuities are not expected but you certainly won't be insulting anybody by leaving a tip.



## • Time Zone

Lleida time zone is CET (Central Europe Time) that is UCT/GMT +1 hour. In summer, Lleida uses 'daylight savings', with clocks put forward one hour to UCT/GMT +2 hours.

• Electricity

The electric current used throughout Spain is the European standard 220-240 V, A.C. 50 Hz. The sockets are two-pin, and adapters may be bought at most electrical and lamp stores.

# • Emergency Telephone Number

In case of emergency, please call 112 for help.