

# **2012 HypsIRI Products Symposium Logistics & Information**

NASA GSFC - Building 34

Meeting Rooms: W150, W120A & W120B – 1<sup>st</sup> floor

May 16-17

## **Hotel Accommodations**

**Name of Hotel:** Holiday Inn Greenbelt  
**Group Rate:** \$129 (Room rate includes a full breakfast buffet)  
**Room Cut-off:** May 1, 2012 (Rooms will be granted after cut-off, based on availability)  
**Address:** 7200 Hanover Drive, Greenbelt, MD 20770  
**Phone:** 301.982.7000 or (Toll Free) 800.280.4188  
**Meeting Code:** Request room block: "*2012 HypsIRI Symposium*"  
**Check-in:** 3:00pm / **Check-out:** 12:00pm  
**Hotel website:** [www.higreenbelt.com](http://www.higreenbelt.com)

## **Holiday Inn Shuttle to Goddard Visitor Center**

The Holiday Inn-Greenbelt will provide complimentary shuttle service from hotel to NASA/GSFC Visitor Center parking lot. Shuttle will depart Hotel at 7:30am daily. Arrangements will be made for your return departure from NASA/GSFC Visitor Center parking lot.

## **NASA Badge**

All non-Goddard Space Flight Center (GSFC) employees requiring NASA Badging, please arrive at **NASA Goddard Visitor Center between 7:30am-10:00am** on May 16 to retrieve your badge. David Landis will be at the Visitor Center distributing NASA badges.

## **Airport Shuttle (BWI Airport and the Holiday Inn- Greenbelt, MD)**

The Super Shuttle ground transportation service travels from BWI to the Holiday Inn (**\$33 + \$12 –one way**) for a second person in your party. For arrival, you can meet at curb side, or reserve in advance. You can also schedule a return reservation at the time of your reservation. <http://www.supershuttle.com>  
**1-800-BLUE VAN (1-800-258-3826)**

## **Taxi Service (Greenbelt, MD Area)**

Silver Cab: 301-577-4455  
Capitol Cab: 301-322-8877  
Greenbelt Taxi Service: 301-441-8400

## Map/Directions to NASA GSFC Main Gate

NASA GSFC is located at 8800 Greenbelt Road, Greenbelt, MD.

<http://www.nasa.gov/centers/goddard/about/maps.html>.

## Symposium Registration -GSFC Building 34 – 1<sup>st</sup> fl outside of W150 Meeting Room

**Check-In at the Registration Desk to obtain your Name Badge & Meeting Material**

**Pre-pay Lunch @ Registration Desk** (Deli Sandwich, to include chips **OR** fruit and bottled water for **\$10 per day/per lunch**). **PLEASE HAVE EXACT AMOUNT!** Each attendee will be given a **RED TICKET** after payment. You must present ticket to receive lunch, payment for lunch will be collected daily.

**Dinner (Ruby Tuesday):** Dinner will be held at 7:00p on Wednesday, May 16. Ruby Tuesday's is located in the shopping center across from NASA/GSFC Main Gate.

## Poster Displays

**Posters must be hung upon arrival.** Assistance will be provided, if needed. Standard poster size should be no more than 4ft x 4ft, if possible.

## Webdrive-ex

Please be prepared to provide your PowerPoint presentations on a memory stick to the A/V assistant **BEFORE** your presentation, preferably during coffee and lunch.

Additionally, all presentations can be mailed in advance to Lisa Henderson at [lisa.henderson@nasa.gov](mailto:lisa.henderson@nasa.gov).

If file is larger than 1.2MB, please place it on the GSFC web drive-X

(<https://webdrivex.gsfc.nasa.gov/trader.html>) and email link and password to Lisa Henderson. You will be notified when download is complete.

*For assistance with the GSFC Web drive during normal business hours (8am-5pm EST), please contact the support desk at 301-286-7342. Please name files as follows: Presenter's last name, session #, date (e.g. Johnson\_sessionIII\_may16).*

## Wireless Connection

Wireless Internet will be available using the "Guest" Network.

## Washington Metropolitan Area Transit Authority

The closest metro station to GSFC is **Greenbelt Station** on the **Green Line**. Located 4.2 miles from Goddard Space Flight Center. Log on to <http://www.wmata.com/> for maps and fare prices.