

GENERAL INFORMATION

CONFERENCE VENUE

During the first three days (23th, 24th, 25th June), the 13th International Symposium on Tardigrada will take place on the first floor of the “Centro San Geminiano” on Via San Geminiano 3 in the Historic Centre of Modena. An elevator is available.

The last day (26th June), the Symposium will take place at the “Civic Museum of Natural History, Verona” on Lungadige Porta Vittoria 9, in the historic centre of the city of Verona. An elevator is available. Transport will be by buses.

REGISTRATION DESK

All delegates will register at the registration desk located on the first floor of the “Centro San Geminiano”.

The Registration Desk with the Secretary will be open during the symposium from 8:30 to 9:00 and during coffee breaks. Please check regularly the information board at the Registration Desk during the Symposium for any change in the program, special announcements and any other messages.

Important notice: The Identification Badge is required for admission to all Symposium sessions, lunches, coffee breaks, activities and facilities.

LANGUAGE

The official language of the Symposium is English.

ORAL PRESENTATIONS

During the first three days (23th, 24th, 25th June), oral presentations will be conducted in the Conference Room (Aula Convegna) on the first floor of the “Centro San Geminiano” in Modena.

The last day of the symposium (26th June), oral presentations will be conducted in the Conference Room (first floor) of the Civic Museum of Natural History, Verona.

The duration of each contribution will be 12 minutes plus 3 minutes for questions. The duration of the lecture by the invited speakers will be 30 minutes plus 10 minutes for questions. **Chairpersons are under strict instructions to keep the presentations on time.**

Before the beginning of each session, speakers should make sure that their presentation support media have been handed to the operator at the “Presentation Desk” near the Registration Desk, to allow technical setup. Please check the compatibility of your Power Point file prior to your presentation.

POSTER PRESENTATIONS

Posters (size: 700 mm wide x 1000 mm high) will be displayed in the cloister (first floor) of the “Centro San Geminiano” in Modena for the 23th, 24th, and 25th June. You are kindly requested to display your poster as soon as possible on the numbered board allocated to you (see poster program and board number). Posters will be attached to boards by means furnished by the organizers and must be removed only on Thursday 25th afternoon, after the end of the second poster session.

To promote scientific exchange, two Poster Sessions are scheduled. Authors of poster presentations are kindly requested to be available close to their posters during this session, to answer questions and discuss their results.

Posters of students participating to the “Young Scientist Awards” are indicated with a cockade.

LUNCHESES

Light lunches are included in the registration fee for all registrants (regular, student, and accompanying person).

In Modena, lunches will be served in a dedicated room at the restaurant “La Secchia Rapita”. The restaurant is located inside the “Palazzo Schedoni”(Corso Canalgrande 4, Modena), a few walking minutes from the conference center and very close to the Hotel Canalgrande. The “Palazzo Schedoni” is a historic building dating from the first half of the 1500s. Pictures and objects related to the world of motorsport are present and two rooms are dedicated to Ferrari, one to Maserati and one to De Tomaso.

In Verona, lunch will be served in the room of the “Civic Museum of Natural History, Verona” dedicated to the “Fossils of Bolca”.

EXAMINATION OF SLIDES & TYPE MATERIAL

Throughout the symposium, at the “Centro San Geminiano” in Modena, a microscope will be available for examination of slides. Each participant may bring all the slides he/she wants to observe and share.

At the Civic Museum of Natural History of Verona, a microscope will be available for the examination of slides of the type material of the Maucci and Biserov collections preserved in the Museum.

INSTRUCTIONS TO ACCESS THE WI-FI NETWORK (SSID) “UNIMORE”

There are two ways to access the Wi-Fi network during the Symposium: either by Eduroam or by creating new credentials.

EDUROAM

Eduroam (Education Roaming), also known as TF-MNM (Mobility & Network Middleware), is a federation of wireless access services available to the users of Universities and Research Centers (<https://www.eduroam.org/>).

Eduroam allows any user from an Eduroam participating site to get network access at any institution connected to Eduroam.

If you already are in an Eduroam participating site, you can connect to the wireless service of the University of Modena and Reggio Emilia during the Symposium with your own username and password (*i.e.* those that you use in your institution), but with a slight modification (see below).

Example: Paula William comes from the USA, and her email address is “paula.william@nyuniv.edu”, her username is “pwilliam”, and her password is “Paula2345”.

To use the Wi-Fi during the Symposium, she has to use a new username made up by the old username “pwilliam” + her domain name “@nyuniv.edu”, so the new username will be “pwilliam@nyuniv.edu”, while the password will remain the same, “Paula2345”.

NEW CREDENTIALS

Join Wi-Fi network (SSID) “UNIMORE” by attempting to navigate in the Symposium Wi-Fi. A login page will pop-up.

- Click the link emphasized in image.



REGISTERED USER

USERNAME

PASSWORD

Logging in as a registered user indicates you have read and accepted the **Acceptable Use Policy**.

Welcome to UNIMORE wireless service.

Please sign in to begin your wireless session.

Please insert your UniMore Unified Credentials (Username and Password).
UNIMORE credentials are the same uid and password you use to access UNIMORE webmail:

- If you are a member of UNIMORE staff (teachers, administrative staff and employees) you can test them at webmail.unimore.it login.
- If you are a student you can test them at mail.studenti.unimore.it login.

For help: supporto.rete@unimore.it
See also:

- **Servizio WiFi di Ateneo (italian version only).**
- **WiFi FAO (italian version only).**
- **Auto-registrazione per i partecipanti agli eventi**
Self-registration for events attendees

- Fill the personal information asked in the form. Please double check your mobile telephone number, including also the international phone code (*e.g.* +44 for United Kingdom), as your password will be texted to you there. Please note that your username will be your mobile telephone number.
- The “code” for 13th International Symposium on Tardigrada is: **ppryy**
- After registration, allow 5 minutes for a text message with your password to be sent. Your username will be your mobile telephone number.
- Return to login page and use the credentials that you have received.

SOCIAL DINNER

The Social Dinner will be held in the evening of 25th June, at the Restaurant “La Castellana” located inside the Castle of Spezzano (Comune di Fiorano Modenese, Modena) in the Apennines. It is about 10 km from Modena. Transport will be by buses. Details about this event (bus service, departure, arrival time, meeting point, *etc.*) will be announced during the symposium.

A small economic contribution will be requested for attending the Social Dinner.

The winners of the “Young Scientist Awards” will be announced during the Social Dinner.

YOUNG SCIENTIST AWARD

The Awards will honour the best oral presentation and the best poster presented by young researchers registered as bachelor, master or PhD students. Candidates have to be the first and presenting author. Only one submission per candidate will be considered. All applications will be reviewed by a panel constituted by Senior Scientists.

The winners will be chosen on the basis of the originality and high quality of the work and presentation.

The winners of the “Young Scientist Awards” will be announced during the Social Dinner.

The top oral and poster presentations will be awarded with a certificate and a monetary prize.

SHUTTLE SERVICE

For the people that have requested it, during Monday, 22nd June 2015, for delegates arriving by air at Airport Guglielmo Marconi of Bologna there is a special shuttle service from the Airport to the hotels, hostel and B&B. On Saturday morning, 27th June 2015, the same special shuttle service will be available from the hotels, hostel and B&B to the Airport. The timetable of both special shuttle services will be arranged according to the arrival time of the delegates. This service is included in registration fee.

Alternatively, Bologna Airport and the city of Modena are connected:

a) by a shuttle service offered by SETA/ATCM (the transport company of Modena, information www.setaweb.it/azienda/altri_servizi_aerbus.php).

The shuttle bus operates from 6:15 to 22:30 from the Airport to Modena and from 5:15 to 21:30 from Modena to the Airport. Please consider that transfer times between the Airport and Modena are about 40 minutes. The stop for hotels located in the historic centre of Modena is “Largo Garibaldi”;

b) by train along the Modena-Bologna line. At the Bologna train station there are frequent shuttle buses from/to Bologna Airport (info: www.tper.it/content/linea-blq-aeroporto-stazione-centrale). Bologna train station is one of the most important train nodes in Italy, and trains for/from Modena are frequent.

USE OF TAXI IN MODENA CITY

A radio taxi service is available. The name of the company is Co.Ta.Mo – Consorzio Tassisti Modenesi (phone: +39 059374242; fax and SMS: +39 3351838555). The services include booking by SMS and services for disabled people.

PROCEEDINGS

The Proceedings of the 13th International Symposium on Tardigrada will be published as a special issue (i.e. one of the 12 normal issues) of the Zoological Journal of the Linnean Society.

The special issue will be published online and will be available to all online subscribers of the Zoological Journal of the Linnean Society (both institutional subscribers and the Linnean Society members). All corresponding authors of the Proceedings are entitled to receive a free pdf offprint of their paper. In addition, each corresponding author can nominate ten (10) colleagues to receive free access to their paper as well.

All Symposium registrants will receive a printed copy of the Proceedings. Authors who wish their accepted paper to have Online Open access (*i.e.* free for all to view and download via Wiley Online Library) will be required to pay the one-time open access fee of USD 3,000. This cost (open access fee) will NOT be covered by the Symposium organizers.

Manuscript quality and topics. The manuscripts from both oral and poster presentations will be considered for publication in the Proceedings.

Only registrants of the Symposium will be allowed to submit papers for the Proceedings. Each registered participant can submit one paper as submitting author, but he/she can also be included as co-author in other papers led by other registrants. All manuscripts must be of high scientific quality. Authors may be requested to make substantial changes to comply with the standards of the ZJLS, and the Guest Editors reserve the right to reject manuscripts of poor quality. The Guest Editors will submit final, peer-reviewed manuscripts to the Editor in Chief of the ZJLS, who will make the final decision about the fate of each manuscript (accept, revise, reject).

Manuscripts presenting descriptions of only new species (alpha taxonomy) or presenting faunistic studies with a list of species are not accepted.

Manuscript preparation. Manuscripts must not have been published or not have been accepted for publication elsewhere. Papers in languages other than English are not accepted. When a paper has joint authorship, one author must accept responsibility for all correspondence; the full postal address, telephone and fax numbers, and e-mail address of the author who is to check proofs should be provided. Each manuscript must have no more than seven (7) printed pages, including abstract, introduction, methods, results, discussion, conclusions, acknowledgements, references and legends. As an example, seven pages correspond to a text of about 5000 words, plus two tables and two figures. Figures and tables can be single column width or double column width. Any figures and tables that are not integral to a paper can be placed in supporting information. Supporting information sits alongside the paper in the online version. Online-only colour in figures is free of charge, however it is essential in these cases that the figure legends apply equally well to both printed greyscale and online colour versions, and do not specifically refer to the colour (see the Author Guidelines of the ZJLS). Alternatively, Authors can opt for paid full colour, covering the full cost of reproduction, such that colour is used both in the hardcopy and online.

The Symposium Organizers will NOT cover the costs of full colour.

Further instructions on preparing the manuscript and the general layout of the paper are available at 'Authors Guidelines' in the section 'Manuscript preparation' of the Zoological Journal of the Linnean Society.

EXCURSIONS

Tuesday 23rd June, 17:15 - 19:00 – Modena Guided City Tour

All participants and accompanying persons are invited to discover the charm and the historic monuments of the city during a guided tour of Modena.

There are many art treasures in Modena: the 12th century Cathedral, a masterpiece of Italian Romanesque art, that, together with Piazza Grande and the “Ghirlandina” bell tower, creates a complex of unique beauty, included by UNESCO World Heritage. Among other monuments and sites are the Town Hall and the Ducal Palace (today a Military Academy).

Details about this event (meeting point, departure and arrival time, *etc.*) will be announced during the Symposium. The cost is included in the registration fee.

Thursday 25th June, 19:00 – Guided Visit to the Castle of Spezzano

All participants and accompanying persons are invited to discover the Castle of Spezzano, about 10 km far from Modena in the Apennines.

The castle dates back to medieval time but underwent significant changes during the Renaissance, featuring a magnificent frescoed room commissioned around 1596, which depicts views of the lands controlled by the Lord of Sassuolo, Marco Pio III. Coffered ceilings, pictorial cycles, prisons, a cloistered courtyard and a historic park all add to the castle charms. In the castle there is a “Museum of Ceramics”, which documents the techniques and methods of ceramic production from Neolithic to the present.

Details about this event will be announced during the symposium. The cost is included in the registration fee.

Thursday 25th June, 19:00 – Guided Visit to the “Acetaia” of the Castle of Spezzano

Before the Social Dinner all participants and accompanying persons are invited to visit the Communal “Acetaia” (Vinegar Cellar). The visit offers the opportunity to taste the inimitable and unique flavour of the world famous “Aceto Balsamico Tradizionale di Modena” (Modena’s Traditional Balsamic Vinegar) and to see how it is made and its maturation over time.

Details about this event will be announced during the symposium. The cost is included in the registration fee.

Friday 26th June, 15:00 – 18:00 - Verona Guided City Tour

All participants and accompanying persons are invited to discover the historic centre of Verona during a guided tour.

Verona is located in Northern Italy, about 90 km from Modena. Celebrated by Shakespeare, who made it famous as the romantic setting for the moving tale of *Romeo and Juliet*, Verona is a splendid, ancient corner of the Veneto region, nestling between the river Adige and Lake Garda. In 89 BC, when it became a Roman Colony, Verona began to stand out. The traces of the Romans' works remain very much in evidence to this day, such as the Arena, an enormous, spectacular Roman amphitheatre erected in the 1st Century AD, still functioning today.

Details about this event (departure, arrival time, meeting point, *etc.*) will be announced during the symposium. The cost is included in the registration fee.

ADDITIONAL PROGRAM FOR ACCOMPANYING PERSONS

Wednesday 24th June, 8:45 – Guided visit to the Ghirlandina Bell Tower

The Ghirlandina tower, so called because of the double twist of balustrades which crown it like a garland, is 86 meters high and the symbol of the city. It harmoniously combines two styles of two different eras: the square-based part is coeval with the cathedral and follows the Roman architectural canons, while the octagonal-based part and the pyramid which constitutes the cusp are from a later period with a more clearly Gothic style (they were started in 1261 on design of Arrigo da Campione and completed in 1319). UNESCO has added the Ghirlandina, together with the Cathedral and Piazza Grande, to the list for preservation of the artistic heritage of mankind.

Wednesday 24th June, 14:30 – Guided visit to the Palazzo Ducale, Sassuolo, Modena

The Palace, called also "Delight" for its architecture, for the beauty of its decorations and for its place in the wide Secchia valley, is a jewel of Baroque culture in northern Italy. In 1634, the ancient and massive castle was transformed into a ducal residence, embellished with fountains and surrounded by gardens, becoming a place to be used for the summer holiday and as the site of the official representative of the Este court. The commissioning of the reconstruction and decoration was made by the duke Francis I d'Este, after the loss of Ferrara in 1598. The rooms were painted by a team of extraordinary artists, such as Jean Boulanger, Angelo Michele Colonna, Agostino Mitelli, Luca Colombi and Lattanzio Male.

Thursday 25th June, 9:30 – Guided visit to the Estense Gallery, Modena

The Estense Gallery is among the most important Italian art collections, commissioned by the Este Dynasty during their rule of Ferrara and Modena. The gallery focuses mainly on paintings, sculptures, archaeology and traditional arts and crafts of the River Po Valley between the XIV and the XVIII centuries, including works by Gian Lorenzo Bernini, Diego Velázquez, Cosmè Tura, Correggio, El Greco and Guido Reni.

Additional details about these events (arrival times, meeting points, *etc.*) will be announced during the symposium. The cost for both events is included in the registration fee.