



EUROPEAN
SCIENCE
FOUNDATION



JSPS Japan Society for the Promotion of Science

ESF Research Conferences

A Programme of the European Science Foundation

ESF-JSPS Frontier Science Conference Series for Young Researchers


Follow-up Workshop on Functional Genomics: From the Bench to Bioinformatics

Kanagawa, Japan, 6-11 March 2006

Practical Information Guide

Shonan Village Center Kanagawa, Japan


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Access to the Site

The conference will take place at the **Shonan Village Center**, in the city of **Kanagawa**, which is situated approximately 50 km south-west of Tokyo. The center is located on a hill commanding a view of Mt. Fuji and overlooking Sagami Bay.



The conference will begin at 09.30 am on **Tuesday 7 March**, and end on **Saturday 11 March**. Participants are expected to arrive in the afternoon / early evening of **Monday 6 March** and depart on **Saturday 11 March** after **breakfast**.

Group Transportation

Bus transportation will be arranged on arrival day from **Tokyo-Narita airport** to the conference center. The journey takes about 3 hours, depending on traffic.

JSPS staff members will be waiting for participants at the arrival exit of the airport to accompany them to the bus depot. The buses will also have a sign in the window indicating “ESF-JSPS Conference” for easy recognition.

Bus transportation back to **Tokyo-Narita airport** will be arranged in a similar way on departure day, after breakfast.

All participants are kindly expected to indicate on their **registration form** whether they would like to take advantage of the organised transportation or not. **Exact bus departure times will be emailed to conferees.**

You are strongly urged to take advantage of this organised transportation, which is included in the conference fee. A **taxi** from Tokyo airport to the venue costs about EUR 260.

By Air

Tokyo-Narita airport ([Go to Website ▶ http://www.narita-airport.jp/en/](http://www.narita-airport.jp/en/)) is the nearest international airport to Kanagawa. There are daily flights from most European cities.



By Train

From Tokyo-Narita airport

- by **JR Sobu-Yokosuka Line Rapid Train** ('Airport Narita'). Get off at **Zushi station** (journey time is approximately 2 hours and a half).
- by **JR Narita Express**. Change at **Yokohama station** to **JR Yokosuka Line**. Get off at **Zushi station** (approximately 2 hours). From JR Zushi Station take **Keikyu bus no. 16**. Get off at Shonan Kokusaimura Center Mae. (approximately 30 min.).

From Tokyo

- by **JR Yokosuka Line**. Get off at **Zushi Station** (about 60 min. from Tokyo station).
- by **JR Shonan-Shinjuku Line**. Get off at **Zushi Station** (60 min. from Shinjuku station).
- by **Keihin Kyuko (Keikyu) Line**. Get off at **Shin-Zushi or Shioiri station**. (50 min. approx. from Shinagawa station).

- from JR Zushi or Keikyu Shin-Zushi or Shioiri stations, take **Keikyu bus no. 16**. Get off at Shonan Kokusaimura Center Mae. (approx. 30 min.).

From Haneda airport

- by **Keikyu Haneda Airport Line**. Change at **Keikyu Haneda station** to a train heading for **Yokohama**. Get off at **Shin-Zushi or Shioiri station** (60 min. approx. from Haneda airport). From Keikyu Shin-Zushi or Shioiri station take **Keikyu bus no. 16** for Shonan Village. Get off at Shonan Kokusaimura Center Mae. (approx. 30 min.).

From Shin-Yokohama

- by **JR Yokohama Line**. Change at **Yokohama station** to **JR Yokosuka Line**. Get off at Zushi station. (50 min. approx. from Shin-Yokohama station). From Zushi station take **Keikyu bus no. 16** for Shonan Village. Get off at Shonan Kokusaimura Center Mae. (approx. 30 min.).

Japan Rail [Go to Website](http://www.japanrail.com/) ▶ <http://www.japanrail.com/>

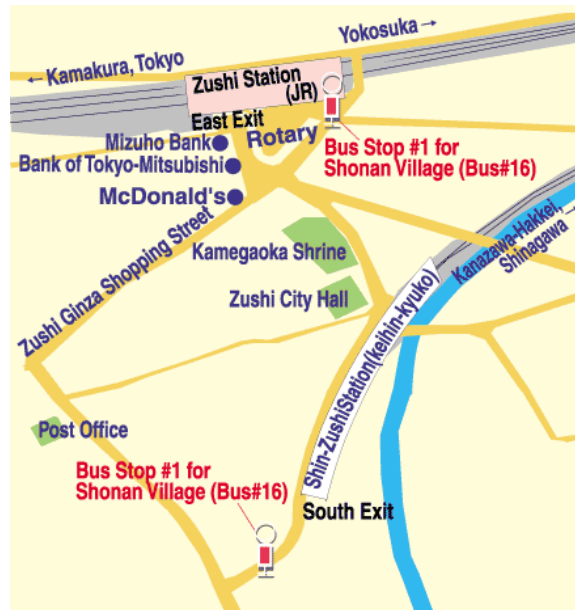
East Japan Railway Company [Go to Website](http://www.jreast.co.jp/e/index.html) ▶ <http://www.jreast.co.jp/e/index.html>

By Bus

- from either **JR Zushi or Keikyu Shin-Zushi station**. Take **bus no. 16** for Shonan Village, which leaves from bus stop number **1** at both stations (approx. 30 min.). A one way bus ticket costs JPY 340.
- from **Keikyu Shioiri station**. Take **bus no. 16** for Shonan Village, which leaves from bus stop number **2** (approx. 35 min.). A one way bus ticket costs JPY 380.

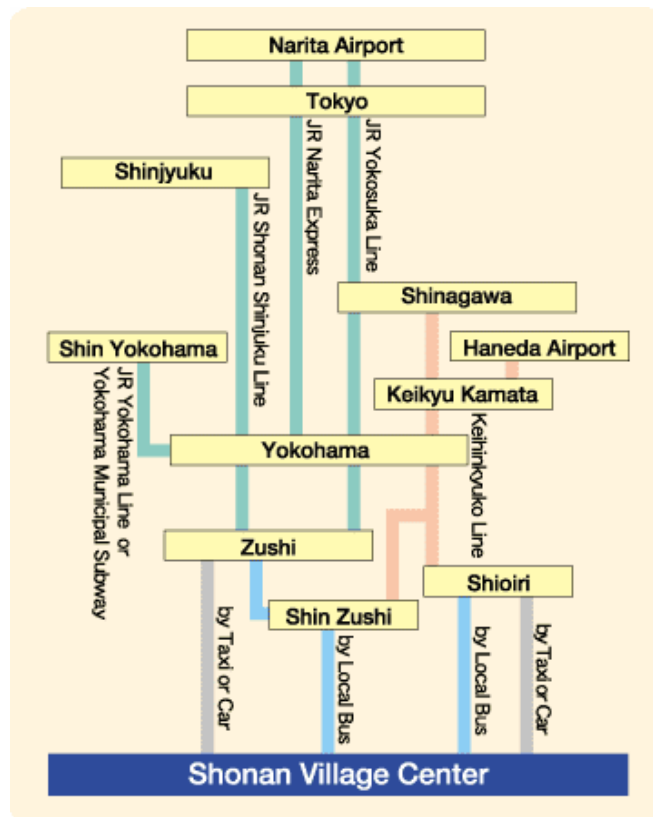
Bus timetables [Go to Website](http://www.shonan-village.co.jp/english/bus.timetable_E.html) ▶ http://www.shonan-village.co.jp/english/bus.timetable_E.html





By Car

Leave the **Yokohama-Yokosuka Doro highway** (Yoko-Yoko Doro) at the **Yokosuka interchange**, and turn right towards **Hayama**. Turn left at 'Shonan Village Ent.' traffic signals. Turn left again at 'Shonan Village Center Ent.'. Shonan Village Center is the semi-circular brown building on your right at the top of the hill.



Arrival & Registration

Upon arrival, participants should first register with the conference secretary and then check in with the hotel. The conference registration desk will be located near the hotel reception.

Ms. Fumiyo Kaneko and Ms. Yuki Ishizawa from JSPS, and Mrs. Corinne Wininger – Le Moal from ESF will be present for the whole duration of the conference and will take care of the administrative aspects and the day-to-day running of the workshop. They will be pleased to answer any request you may have.

Conference Facilities

Meeting-room & Equipment

The conference will take place in the Auditorium of the conference center. It is equipped with an overhead projector, two slide projectors and two screens for simultaneous projection. A **data projector** and a **computer** will as well be at participants' disposal. There is no need for oral presenters (invited lectures or short talks) to bring their own laptop. Presentations can simply be saved on an **USB key**.

Discussion Room

The **Azeria/Cameria room**, located on the 1st floor of the conference center, will be at your disposal for discussions after the sessions. It will be open from 19.00 to 23.00 hours. Beverages and small snacks will be provided.

Posters & Short Talks

There will be no poster session. All participants are requested to present their work as a **short talk**. The list of selected short talks will shortly be circulated and will also be released on the conference web pages.

Accommodation & Meals

General

All participants will be accommodated at the **Shonan Village Center**. Rooms have been booked for the nights of **6-10 March inclusive** (5 nights), with departure on **Saturday 11 March** (after breakfast). Accommodation will be in single and twin rooms (no double rooms available). All rooms have private bathrooms, TVs and direct-dial telephones.

Please note that you are expected to confirm your attendance and room requirements by filling in a **registration form**. This applies to invited speakers and grantees as well as to paying participants.

Extra Nights

The conference booking covers the nights necessary for the duration of the conference - from arrival on Monday 6 to departure on Saturday 11 March.

If you require an extra night either before or after the conference, you are kindly requested to make your own arrangements by contacting the **Shonan Village Center** (inform them that you will be attending this conference). Extra nights will be at your own expense.

Should you wish to book a room in Tokyo, useful websites are:

Tokyo-stay.org [Go to Website](http://www.tokyo-stay.org/) ▶ <http://www.tokyo-stay.org/>

AsiaRooms.com [Go to Website](http://www.asiarooms.com/japan/tokyo.html) ▶ <http://www.asiarooms.com/japan/tokyo.html>

Accompanying Guests

Accompanying guests are welcome to stay at the Shonan Village Center. Participants with guests will be accommodated in **twin rooms** (there are no double rooms available at the center).

The guest fee amounts to **JPY 80 000** and includes:

- **accommodation:** 5 nights (6-10 March)
- **breakfast:** 5 (7-11 March)
- **lunch:** 4 (7-10 March)
- **dinner:** 5 (6-10 March)
- **welcome reception, special conference dinner & farewell dinner**
- **group transportation** (on arrival and departure days)
- **half-day excursion**

Participants who will be accompanied should indicate this clearly in the “Fee Payment” section of their registration form. They will be contacted in return by the Shonan Village Center (fscs@shonan-village.co.jp) to confirm hotel booking and payment.

Please note that accompanying guests are not entitled to take part in any of the actual conference activities, ie. attend talks or short presentations within the conference room. Conference facilities and equipment, such as access to the internet, are destined for the sole use of conferees. If guests wish to have the use of certain facilities, they should arrange this privately with the conference venue, at their own cost.

Please note also that there is no specific programme for accompanying guests, who are kindly expected to make their own sightseeing arrangements.

Meals

Times for lunch and dinner are as shown in the conference programme.

Breakfasts will be served buffet style from 07.30 to 09.00 hours, in the **Oak Cafeteria**.

Lunches will take place in the **Oak Cafeteria** too. Conferees will have the choice between Japanese, Chinese or Western-type menus (self-service). A vegetarian menu is also available upon request.

Dinner:

- **6 March:** welcome drink and dinner will take place in the **Foyer** of the conference center.
- **7, 8 & 9 March:** dinner will be served in the **Oak Cafeteria**.
- **10 March:** the farewell dinner will be held at the **Bella Vista restaurant**, which is 7 min. walk from the conference center.

Tea, coffee and juice are served at meals. Additional beverages are at participants' own expense.

Coffee breaks will be held in the Foyer next to the meeting room.

Hotel Services

Phone Calls

All rooms are equipped with direct-dial telephones. All phone calls should be paid for at the hotel reception before departure.

Copies & Faxes

A **copy room** is at your disposal. The copy card can be obtained from the hotel front desk. Copies should be paid for when checking out (JPY 110 per page).

Faxes may be sent via the hotel reception (JPY 105 per page).

Internet Access & Computer Facilities

Email connection is provided at the conference site. For extensive work or research, some computers with wireless LAN will be available in the conference room and in the lobby. Participants may also bring their own laptop and use – at their own expense – the broadband wired LAN from their room (costs amount to JPY 500 for half an hour).

Means of Payment

The conference center accepts major credit cards such as American Express, Visa or Mastercard. It is also possible to cash travelers' checks and/or exchange currency at the hotel.

Leisure Activities & Tourism

At the Conference Center

An indoor heated pool and a jacuzzi are available in the Aqua Club of the Shonan Village Center. Swimming suits and towels can be rented from the front desk. Opening times: 07.00-22.00.

There are no shops or restaurants within close walking distance except the "Motomachi Union" supermarket (3 min. walk from the center), where it is possible to buy food, drinks or stationery (opening times: 10.00-19.00). For further information, please contact the front desk.

In the Surrounding Area

Some places of interest in the area are:

- **Kamakura** (ancient capital of Japan) and its Great Buddha ("Kotoku-in" or "Daibutsu")



Kamakura Today

[Go to Website ▶ http://www.kamakuratoday.com/e/](http://www.kamakuratoday.com/e/)

A Guide to Kamakura

[Go to Website ▶ http://www.asahi-net.or.jp/~qm9t-kndu/](http://www.asahi-net.or.jp/~qm9t-kndu/)

- **Hakone**: Hakone is part of the Fuji-Hakone-Izu National Park. It is famous for its hot springs and the view of nearby Mt. Fuji.



An introduction to Hakone

[Go to Website ▶ http://www.japan-guide.com/e/e5200.html](http://www.japan-guide.com/e/e5200.html)

Social Programme

- Monday 6 March: **Welcome Drink** (Foyer – 18.00)
- Wednesday 8 March: half-day **excursion to Kamakura**, with English-speaking guides. Departure will be at 13.00 hours. Packed lunches will be arranged.
- Wednesday 8 March: **Special Conference Dinner** (Oak Cafeteria – 18.00)
- Friday 10 March: **Farewell Dinner** (Bella Vista restaurant)

Useful Information

Passport & Visa Requirements


Please check your passport and visa requirements with your travel agent **before** departure. If you need help during the obtention process of your visa, please contact Mrs. Corinne Wininger – Le Moal from ESF.

Insurance

The European Science Foundation (ESF) and the Japanese Society for the Promotion of Science (JSPS) do not provide insurance and do not take any responsibility for accidents or illnesses that might occur during the week or in the course of travel to or from the meeting place. It is therefore the responsibility of participants to check their health insurance requirements before departure.

ESF Contact

Every effort has been made to give you detailed information about the conference practical arrangements in this guide. Should you however not find the answer to your query, please contact:

Mrs. Corinne Wininger - Le Moal
ESF Research Conferences Unit
 [Email | clemoal@esf.org](mailto:clemoal@esf.org)