









The Logo Slide

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Local Organising Committee (LOC)

- Sad passing of Greg LeBlanc, LOC Chair December 30th 2018
- IPAC'19 was organized by the LOC consisting of 13 members working in conjunction with ASN Events (PCO).
- Key responsibilities were assigned with Rohan Dowd taking on LOC Chair position
- LOC meet monthly since Nov 2017
- Fortnightly Work In Progress (WIP) meetings: LOC Chair/s & Event Project Leader since Jan 2018
- Fortnightly Operations meetings: PCO & Event Project Leader
- Members coordinated with other IPACs for knowledge transfer and best practice

Rohan Dowd, Chair & SPMS Administrator

Senior Accelerator Physicist Australian Synchrotron – ANSTO

Eugene Tan, Co-Chair & Student Coordinator

Senior Accelerator Physicist Australian Synchrotron – ANSTO

Nicole White, Event Project Manager, PCO Support and Scientific Secretary

Nicole A. White Projects Melbourne

David Button, Proceedings Manager

Senior Instrumentation Scientist Centre for Accelerator Science – ANSTO

Alan Cowie, IT Manager

Technical IT Security Officer ANSTO

+ Mark Caetano

Nick Hauser, IT Manager

Leader, Computing and Electronics
Australian Centre for Neutron Scattering - ANSTO

Mike Lafky, Technical Tour Manager

Group Leader, Accelerator Operators Australian Synchrotron – ANSTO

Jaye Muir, Public Affairs

Stakeholder Relations Advisor Australian Synchrotron – ANSTO

Kerry Hayes, Industry and Sponsoring

Group Leader, Industry Engagement Australian Synchrotron – ANSTO

Dieter Pelz, Industry and Sponsoring

Research and Development Manager
Radio Frequency Systems Pty Limited (Retired)

Dean Morris, Conference Support

Head of Operations Australian Synchrotron – ANSTO

Roger Rassool, Conference Support

Associate Professor School of Physics - University of Melbourne



Role Sharing

- With a small team, there was quite a bit of role sharing, some voluntary, some not.
- Early on, (JTM17), Nicole and I decided to split up the SS role according to our skills and experience.
 - Nicole took most of the committee comms and coordination as well as overall project management
 - I took all the main SPMS and scientific program tasks (speakers/posters/etc)
- Eugene started as student program admin, but stepped up activities and did a lot of SPMS interfacing with website scripts, conference App, etc.
- IT was shared between Mitchell, Alan and Mark. Mark was the main 'on-site' person



Nicole's Role

- Project Manager.
- Made sure everything was on track.
- Sent reminders and priority action lists to key LOC members
- Liaised with OC, SPC, LOC, PCO, IPACCC and handled comms.
- Managed the PCO (no small task) with fortnightly->weekly operations meetings

Nicole's experience with event organisation, conference logistics and PCO wrangling were critical to the success of the conference



SPMS Administration

- Handled by me (Rohan) because no one else wanted to do it ◎
- It helped to have familiarity with the IPAC conference series and general database/programming knowledge when managing SPMS
- It didn't help to become LOC chair at same time
- Much help from Todd, Christine, Ivan, Stefano with tasks and interface scripts. Eugene handled a lot of the interfacing in SPMS from the LOC side.
- Steep learning curve for some things, but manageable. However lots of hidden 'gotchas' that caused unnecessary issue.



PCO Responsibilities

- Registration online and on-site
- Contracting of conference hotel room blocks
- Pre & post tours
- Exhibition & Sponsorship fulfilment
- Official invitation letters for individuals requiring funding support from their laboratories

Issues:

- PCO overpromising, especially in IT area.
- JACoW requirements cause tension with PCO not the way they do conferences normally.
- Particularly in advertising
- Used to profit maximising
- PCO was often not working in our best interest and used deadlines to push their own products.



Registration

- Handled by PCO with data transferred back to SPMS(*)
- Industry registration performed separately to ease purchase of industry booths without requiring exhibitor's names.
- Some issues with registered vs Paid. We need to make this clear to delegates. Caused some early issues with withdrawing.
 - An issue of delegate culture?
- Late decision to use a new registration system with self registration and on the spot lanyard printing. Removes need for printing event tickets



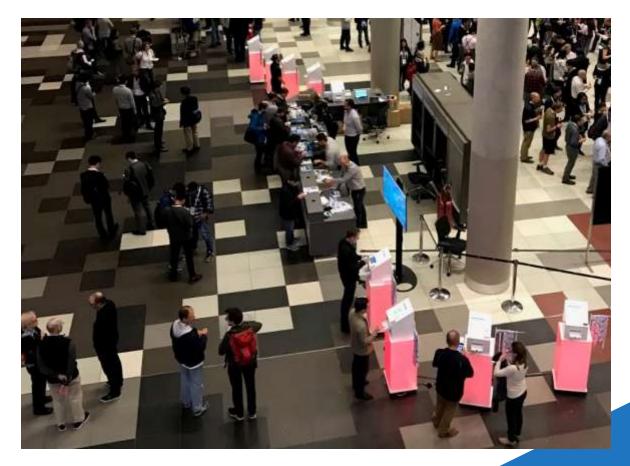






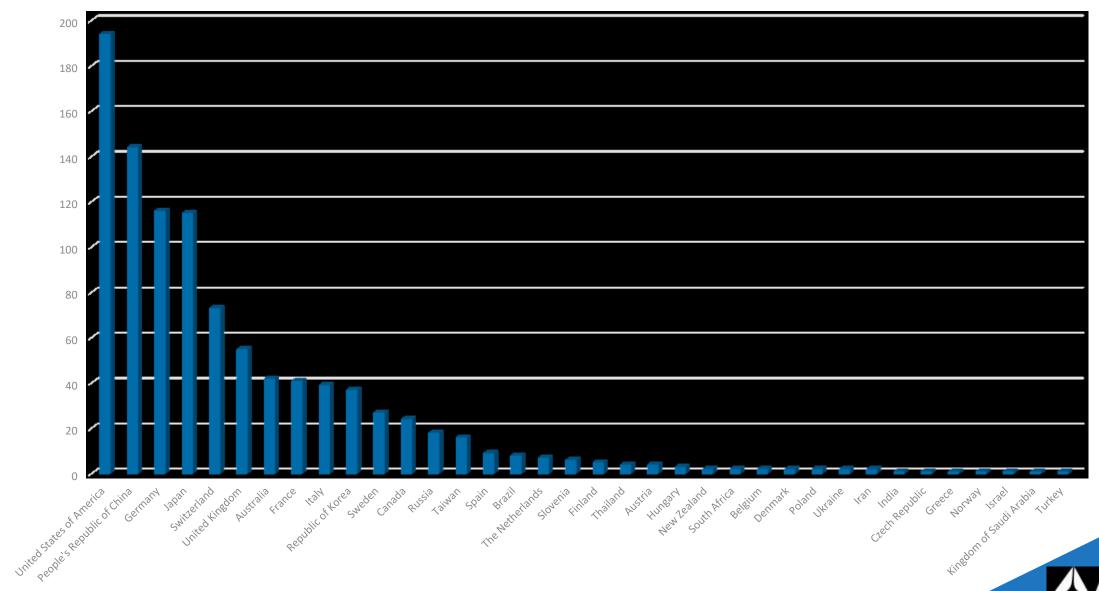
Self registration using QR and personal codes.

Complimentary VIP and Invited	
Registrations	25
Editorial Team Full Registration	34
Full Registration	798
Industry/Sponsor Registrations	146
Student Registrations (incl 79	
grants)	167
Workshops only	16
	1186



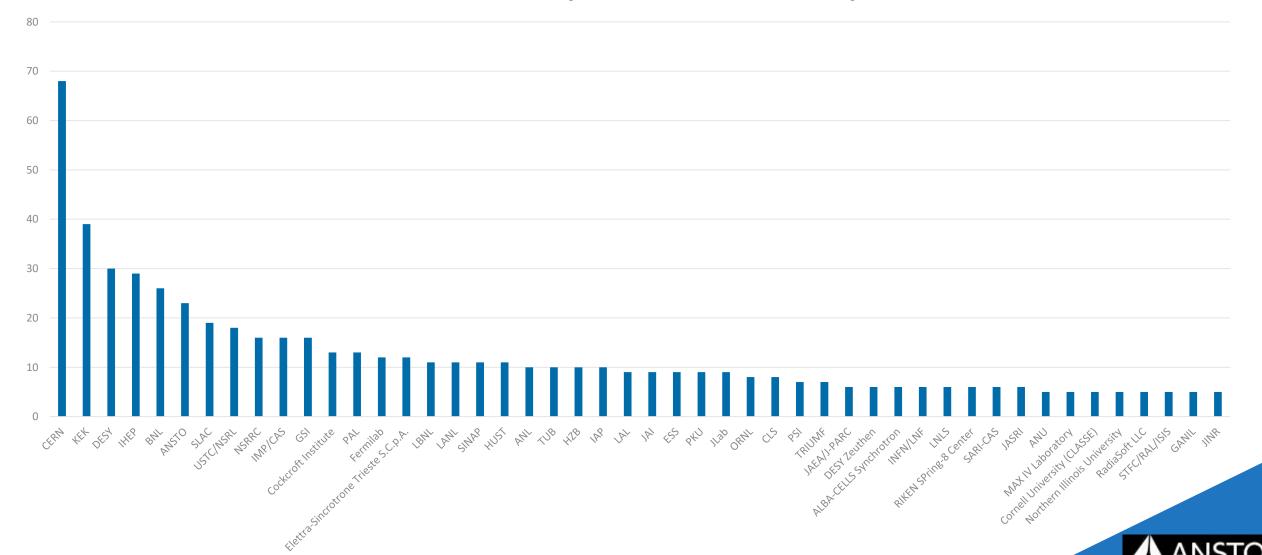


Attendees by Country





Attendees by Institute (top 50)



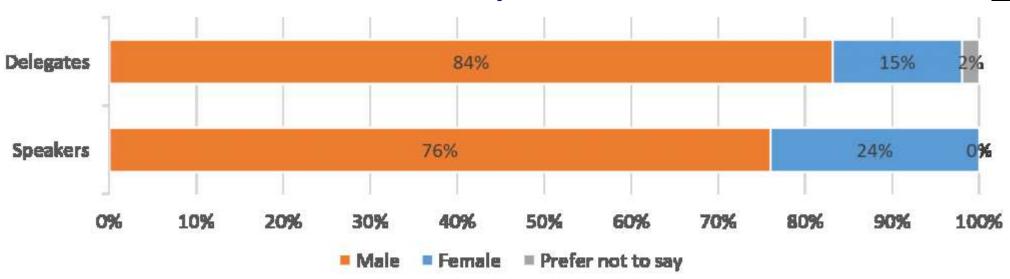
Scientific Program

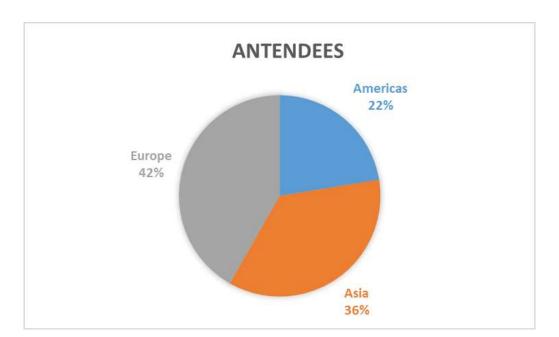
- SPC chaired by Hitoshi Tanaka.
- SPC2 in Vancouver, April 2018
- SPC3 in Bangkok, Jan 2019
- 2 parallel sessions for contributed
- 82 speakers total
- 24% Female, 35% Americas 31%, Europe, 33% Asia
- LOC had diversity as a priority and SPC worked hard to achieve this





Diversity Statistics

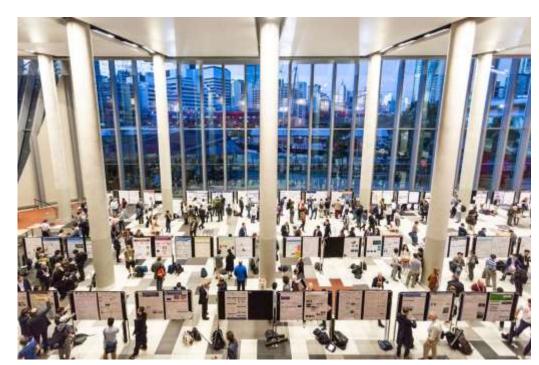




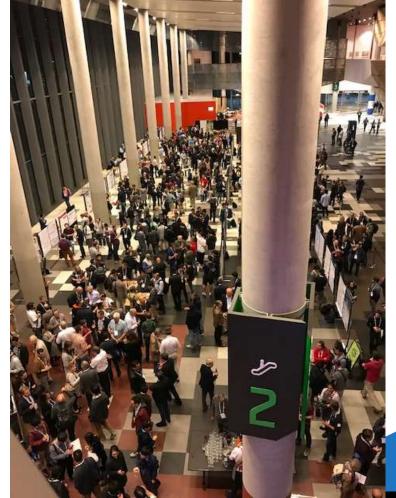


Student Poster Session

- Organised by Toshiyuki Mitsuhashi (KEK).
- Poster Session 14:00 to 18:00
- 130 student posters, 28 judges + 2 (IPAC20), 14 teams, 7-10 posters each (grouped by MC area of expertise). Took ~4.5 hr
- 2nd round only 14 posters, 4 judges, 2 teams. Took ~1.5 hr
- Need to consider a semipermanent judging group or process.







Poster Areas

eleratc thory	y and RF	Monday		Tuesday		Wednesday		Thursday	Country	3 10
onday Tues	day Wednesd Thurso	day				·		·	-1	
51	56 52	52 A01 Hadron Colliders	33	T11 Power Supplies	23	T12 Beam Injection/Extraction and Trai	52	T32 Ion Beam Stripping	4 * ***	
120	106 96	115 A02 Lepton Colliders	11	T13 Cryogenics	6			U01 Medical Applications	22	
128	105 116	119 A03 Linear Colliders	7	T14 Vacuum Technology	27	D06 Coherent and Incoherent Instabili	7	U02 Materials Analysis and Modification	6	11.
115	103 104	112				D07 High Intensity Circular Machines S	14	U03 Transmutation and Energy Production	4	7.1
		A04 Circular Accelerators	42	A17 High Intensity Accelerators	10	D08 High Intensity in Linear Accelerato	11	U04 Security	2	10.0
		A08 Linear Accelerators	78	A13 Cyclotrons	8	D09 Emittance Manipulation, Bunch Co	11	U05 Other Applications	3	10 0
				A14 Neutron Spallation Facilities	7	D10 Beam-Beam Effects - Theory, Simu	13	U06 Technology Transfer and Lab-Industry Relati	5 8 878	13 1
		D01 Beam Optics - Lattices, Correction Schemes, T	49	T01 Proton and Ion Sources	19	D11 Code Developments and Simulation	37	U07 Industrial Applications	6	
		D02 Non-linear Single Particle Dynamics	24	T02 Electron Sources	57	D12 Electron Cloud and Trapped Ion Ef	3			M
		D03 Calculations of EM Fields - Theory and Code D	17	T28 Neutron Sources	2			T31 Subsystems, Technology and Components, C	39 L 6mma	
		D04 Beam Coupling Impedance - Theory, Simulation	18	A11 Beam Cooling	3	T03 Beam Diagnostics and Instrumenta	101	T08 RF Power Sources	19 ———	A
		D05 Coherent and Incoherent Instabilities - Theor	20			T04 Accelerator/Storage Ring Control S	14	T09 Room Temperature Magnets	22	
				A18 Energy Recovery Linacs	9			T10 Superconducting Magnets	20	-
		A09 Muon Accelerators and Neutrino Factories	4	A23 Other Linac-Based Photon Sources	10	T06 Room Temperature RF	53			36
		T19 Collimation	12	A05 Synchrotron Radiation Facilities	86	T07 Superconducting RF	51	A15 New Acceleration Techniques	20	
		A12 Fixed-Field Alternating Gradient Accelerators	8					T26 Photon Beam Lines and Components	5	
		A09 Muon Accelerators and Neutrino Factories	8	T15 Undulators and Wigglers	24			T17 Alignment and Survey	6	
		A19 Electron-Hadron Colliders	25	A06 Free Electron Lasers	77			A20 Radioactive Ions	6 17 187	
		A24 Accelerators and Storage Rings, Other	39	A07 Electrostatic Accelerators	2			A21 Secondary Beams	10	
		A16 Advanced Concepts	19					A22 Plasma Wakefield Acceleration	33 ** **	
								T25 Lasers	12 as cs	
									2 (4)	- 1
								T16 Pulsed Power Technology	15	M
									AL ALS	
								T20 Targetry	5	
								T21 Infrastructure	4	
								T24 Timing and Synchronization	11	
								T18 Radiation Monitoring and Safety	8	
				A18 Energy Recovery Linacs	0			T22 Reliability and Operability	3	
				A10 Damping Rings	0			T23 Machine Protection	5	
								T27 Low Level RF	30	
								T33 Online Modeling and Software Tools	16	
								T05 Beam Feedback Systems	15	



Poster Police

- 3 to 4 people per poster session. Each doing 110 to 120 posters.
- Combination of student grant volunteers and LOC staff.
- Completed between 1 to 1.5 hours.

 Some Poster police made mistakes in data entry, which led to problems in proceedings.



The IPAC'19 JACoW Team of 35 Represented by 24 International Accelerator Organisations and Facilities







30 International Flights, and 247 Person Days
[49.4 Person Weeks Gifted Int. Support to ANSTO]

Running Stats

Assigned Papers To Editors IPAC'19



Speaker Ready

- Ably managed by Vincent Mitts and Takashi Kosuge
- 3 work stations (PC) Macs available in case needed.
- Some issues with the Conference centre rules on transferring files and allowed machines on its network.
 Mostly sorted by end of first day.
- Set in a dedicated room, near editor room.



Light Peer review

- SPB board chair passed away in January, leading to Alex Bogacz once again leading the effort.
- Slow start. Many reviews did not respect the tight timelines, Alex had to take on many papers himself.
- > 200 Papers reviewed, 90% accepted
- LPR interferes with poster session organisation timelines and contributes to disjointed authors/empty poster boards
- Final Tally 200 papers submitted to IOP

Referees	Papers
179	1
121	2
1	3
1	4
1	39

- Have an Agreement BEFORE your conference.
- Be aware of the cost implications to the conferece (was 24 Euro per paper for us, 40 in future)
- Be very clear on who is doing what. There is more work to be done after papers are ready for submission to IOP
- Value of IOP?



Conference App

- Same developer as previous years
- Secured the same app for IPAC'20 and IPAC'21
- App installation 859 (80%): 424 (iOS) and 435 (Android)
 - 9 Push notifications for reminders and changes.
- 970 delegates (including students) ~130 printed Conference Guides were taken by delegates
- Trialling "Ask Moderator": ~40 submitted questions
 - Used iPad on the session chair table.
- Uploaded speaker profiles.
- Only ~150 conference booklets were taken Printed Conference Guide no longer required, hampers workflow use the App as the primary reference.







Whatsapp

- LOC core group formed a Whatsapp chat group for communication during the conference.
- Much more effective than radios, because it could be used silently and messages would persist.
- Could also send photos of problems so that others could immediately see the issue
- Still being used to this day to chat.





Banquet

- Usual issues with people wanting tickets at last minute.
- We had some reserve, but it was all used up
- Entertainment talk was done during banquet for logistical reasons, but worked well









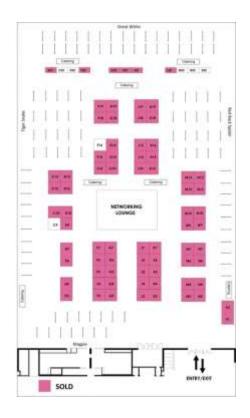
Industrial Exhibit and sponsorship

- 66 booths sold (target 70)
- Total target \$697,750, raised \$586,682 (84%)
- 4 day industrial exhibit
- Very little local industry, and distance of conference decreased numbers on industry.
- Sponsorship: Only sold 1 booklet advert, 1 recharge station and lanyard sponsorship.



Lunch and Networking Lounge

- These we set up to help make proposition to Industry more attractive. We wanted to maximise Delegate presence in the exhibition area and not to 'lose people' in the city at lunchtimes.
- Lunch catered for 850 per day.
- Networking lounge was well used.





Outreach through Twitter

- Trialled the use of Twitter to promote the conference.
- Opening and closing plenaries were live streamed.
- Australian Sync @ausynchrotron
 - 150 loved and 40 retweets
- ANSTO @ansto
 - 63 loved and 17 retweets

Conclusion - Not a huge response, but probably a good thing to try and continue in some form.







THINGS WE WISH WE KNEW BEFORE

And things we'd like to see change



Every normal man must be tempted, at times, to spit on his hands, hoist the black flag, and begin slitting throats.





Things to pass on

- 1. Managing SPMS needs someone comfortable with database programs and simple programming, as well as familiar with IPAC structure and the expectations/behaviours of delegates. A team or more than one is also possible with good comms.
- 2. Delegates can be trusted to NOT read the instructions
- 3. IPACs (and all conferences?) should get more strict on deadlines.
- 4. Realise that SPMS does not warn an author when their paper has been red dotted due to poster police. Can have issues if poster police made a mistake. Authors should check when pre-press is released, but again see point 2.
- 5. Poster and paper codes these should be disentangled to allow for flexibility, savings and elimination of empty poster boards. Eg catered for 1700 posters, only 1400 used
- 6. Don't screw up your poster sorting sort by institute before country/person/etc. Helps stop disjointed authors.
- 7. Light Peer review This really needs to be sorted out properly in a sustainable way.

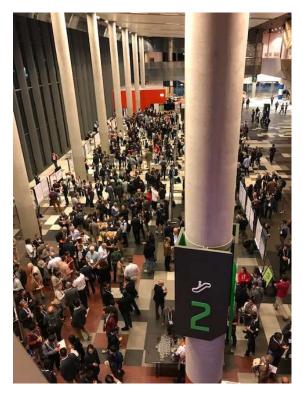


More things

- 1. Don't underestimate the workload for student poster sessions/poster police.
- 2. Printed Conference Guide no longer required, hampers workflow use the App as the primary reference.
- 3. We should review how to market IPAC to new audiences without too much duplication of email lists.
- 4. Lots of uncertainty about requirements vs 'traditions' for IPAC. Clear unambiguous 'bottom line' of expectations needed.
- 5. The point of the OC? What it is achieving that SPC and LOC and IPACCC cannot do?











Thank you for your support



Budget Overview

Expenditure	Budget
Venue + Catering	\$785k
Editorial Office	\$147k
Editorial tools development + App	\$20k + \$8k
SPC/OC costs	\$39k
Conference organising costs	\$250k
Student grant support	\$67k + \$60 (2020)
Booklet printing	\$15k
Misc. other costs	\$170k
Total Expenditure	\$1,569k

Income	Budget
MCB + City Melb. Support	\$260k
Delegate rego.	\$792k
Industry sponsorship	\$584k
Total Income	\$1,636k

Registration Cost Comparison (Standard Registration)		
2018	\$1,112.40 AUD (1080 CND)	
2019	\$1,080.00 AUD	

Budget had been originally set for 900 delegates and reduced industry presence. Reached 85% of industry target and 125% of delegate target. Final budget outcome was ~\$98k

