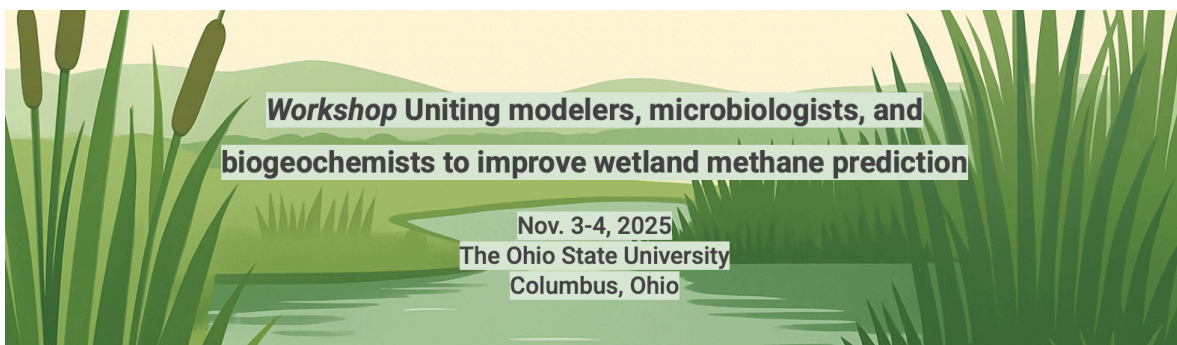


Tab 1



Know Before (and While!) You Go: Travel Details and Logistics for the Uniting Workshop

Acknowledgement: This guide is adapted from materials originally created by **Lauren Essick, Appalachian State University**.

Agenda and Workshop Materials



[Workshop agenda](#)



[Workshop webpage](#)



Pre-workshop to-dos!

- Add your [1-slide Bio](#)
- Read [this paper](#), which helps frame ours



During-the-workshop [Participant working folder](#)



Some important documents

- The manuscript-arising [authorship policy](#)
- Primers / glossaries for
 - [Microbiology](#)

- [Biogeochemistry](#)
- [Modeling](#)
- [Muddiest Meanings](#)

- [Templates](#) to represent how data and your projects
- Workshop [norms](#) (including those specific to participation)



Zoom https://go.osu.edu/uniting_workshop

Contact Information

Fen Li, Hosting Committee

Email: li.918@osu.edu

Cell: 614-284-3897

(Call or text for assistance with any urgent logistical needs)

Heather Curtis, Hosting Committee

Email: curtis.98@osu.edu

Hotel — [SpringHill Suites by Marriot Columbus OH](#)

1421 Olentangy River Road

Columbus Ohio, USA, 43212

Telephone: +1 614-297-9912

Check-in at 3 pm; Check-out at 11 am

Your room is booked for the dates on your registration form, unless separate arrangements were made.

If you will depart on 11/4, please check out in the morning of 11/4 and bring your luggage with you to the workshop venue.

Workshop Sessions — [Energy Advancement and Innovation Center, OSU](#)

☒ Check in at the table outside Room 130 (Event Hall) on Monday 11/3 between 7:45 am and 8:30 am.

Coffee and breakfast will be available on-site from 7:45 am each day.

Sessions will begin at 8:30 am; the [Agenda](#) is here.

Transportation, Parking, and Navigation

 Ohio State [Campus Interactive Map](#)

Transportation: Rideshare from Airport to Hotel

John Glenn Columbus International Airport (CMH) is a 15 mins ride to the hotel. Please take an Uber or Lyft from CMH Airport to the SpringHill Suites by Marriott Columbus OSU. Please keep your receipt for reimbursement.

If you need us to arrange the Uber service for you, please contact Fen Li at li.918@osu.edu and 614-284-3897.



Local Transportation: Group Shuttle

SpringHill Suites Hotel is providing a group shuttle bus to transport participants to workshop activities. Please sign up for shuttles when you check in. This shuttle will offer the following **pick-up times and locations** for the workshop:

Monday 11/3, 8:30 AM – 5:00 PM —  Day 1 Workshop Sessions Energy Advancement and Innovation Center , Ohio State Campus
Departure Pick-Ups at SpringHill Suites by Marriot Columbus OH
First run 7:15 am <i>(breakfast is at the workshop venue)</i>
Last run 8:15 am

Monday 11/3, 6:00 – 9:00 PM —  Day 1 Social + Dinner The field house, Understory	
*The shuttle will run a loop (EAIC-hotel-Understory) for convenience and accessibility, but this distance to dinner from EAIC (1.5 mile, 35 mins), if you prefer.	
Departure Pick-Ups at Energy Advancement and Innovation Center	Return (to Springhill Suites) Pick-Ups at The field house, Understory
First run 5:15 pm	First run 8:15 pm
Last run 6:30 pm	Last run 9:30 pm

Tuesday, 11/4, 8:30 AM – 5:00 PM —  Day 2 Workshop Sessions Energy Advancement and Innovation Center , Ohio State Campus	
Departure Pick-Ups at SpringHill Suites by Marriot Columbus OH	Return (to Springhill Suites) Pick-Ups at Energy Advancement and Innovation Center
First run 7:15 am <i>(breakfast is at the workshop venue)</i>	First run 5:15 pm
Last run 8:15 am	Last run 6:00 pm



Alternate Transportation: On-Campus Parking

**** Parking spaces on campus are limited and expensive, so please consider taking the group shuttle if you stay at the SpringHill Suites hotel.**

Please scan the QR code in the flyer below to get to the parking webpage. Please register EACH DAY for your parking permit. This is a virtual permit, so no need to print it after you register.

 Nov.3-4 Offsite Parking Permit QR code flyer.pdf



Alternate Transportation: Rideshare Options

Rideshare like Uber and Lyft is convenient in Columbus



Meals Provided

Mon. 11/3 – Thurs. 11/4, Breakfast, Coffee, lunches and snacks: will be provided during workshop sessions. Breakfast is on-site at the EAIC.

Mon. 11/3, Dinner: A pre-dinner social will offer hors d'oeuvres and drinks for purchase, followed by a buffet dinner

Various additional food and beverage options can be found at Cafe Carmenton in EAIC and in surrounding areas in Columbus.



Campus Emergency Management and Alerts

In case of emergency, dial 911

Ohio State University Police: (614) 292-2121

Campus emergency notifications are published on the [OSU Department of Public Safety webpage](#)



WiFi

Connect to WiFi@OSU, open a web browser and go to wireless.osu.edu. Upon being redirected to a login page, review the acceptable use policy and then log in as a guest. After logging in, your device will be allowed 12 hours of internet access after which you will need to log in again.