

Attendee Guide

This guide covers everything you need to know for a fantastic weekend. We can't wait to see everyone soon!

Al for Animals Bay Area 2025 will take place at the <u>Clark Kerr Conference Center</u> at the University of Berkeley, San Francisco, on Saturday, March 1st – Sunday, March 2nd. The event is expected to host around 200 attendees.

This guide outlines key information concerning registration, the venue, food, and other details. If you have questions not answered within this document, please contact **conference@aiforanimals.org**, and we'll be happy to help.

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Arrival and registration

The Main Entrance is located at 2601 Warring Street, Berkeley, CA 94720.

<u>Download the Clipper App on your phone</u> and add funds to use public transportation in the Bay Area. We suggest you do this before travelling if you are not certain you will have data on arrival.

From San Francisco International Airport (SFO):

- Public Transit: Take the Bay Area Rapid Transit (BART) from SFO to the Downtown Berkeley station. From there, you can use local bus services or a rideshare app to reach the conference center.
- Rideshare or Taxi: Services like Uber, Lyft, or local taxis can take you directly from SFO to the venue. Waymo is only for SF.

From Oakland International Airport (OAK):

- **Public Transit:** Use the BART service from OAK to the **Downtown Berkeley station**, then proceed with local transit or rideshare to the center.
- Rideshare or Taxi: Uber, Lyft, and local taxis are available for direct transportation to the venue.

Local Transit Options:

• **Bear Transit:** UC Berkeley's shuttle service connects various campus locations, including the Clark Kerr Campus.

pt.berkeley.edu

• AC Transit: Local bus routes 36, 51B, 6, 79, and the R-Line have stops near the Clark Kerr Campus.

moovitapp.com

Venue Access:

Rideshare Dropoff: Horseshoe Driveway (in front of Building #1 and registration)

Registration will start at 9am on Saturday, March 1st and be ongoing throughout the conference

Register near the main entrance in Building #1. You will need to show your ticket from Eventbrite in order to receive your badge at registration.

We ask that you avoid arriving at the venue before registration as you will not be able to gain access.

Parking

If you plan to drive, metered parking is available on the streets near the venue for ~\$2.75 per hour or in the public

Southwest Parking Lot (recommended): Public paid outdoor lot with many spots and a direct connection to Building #1. Max ~\$20/day.

Venue information

While in the Clark Kerr Conference Center, **please wear your name badge at all times**. Security will be checking for name badges throughout the event. If you forget your badge, go to the Information Desk.

Conference spaces are open during the following times:

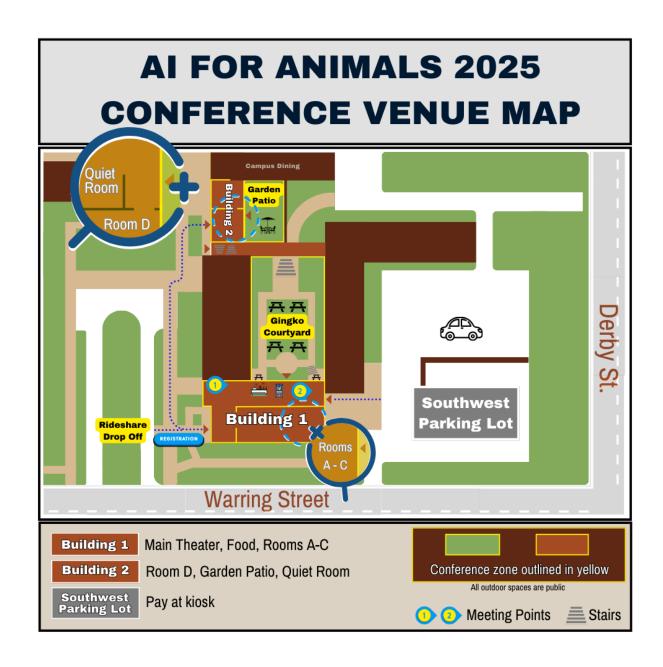
Saturday: 9am–7pmSunday: 9am–7pm

<u>Dinner will not be provided on Saturday and Sunday nights.</u> However, snacks and drinks will be available until the venue closes each day. See the <u>Food and drink</u> section for more information on catering and what meals will be provided.

Map

Al for Animals activities will be concentrated in the Main Theater, Room A, B, C, D and the Garden Patio. We've also set up a Quiet Room.

Upon arrival, follow signs to reach the Registration and Info Desk which are located in Building #1. Please note the venue does not allow us to store personal belongings overnight.



Venue Wi-Fi

Details will be provided at the registration desk.

The venue offers free complimentary wi-fi

The Clark Kerr Conference Center at UC Berkeley offers complimentary **Wi-Fi access throughout its facilities**. Visitors can connect to the "CalVisitor" network, which provides basic internet access without requiring login credentials. For a more secure and encrypted connection, individuals affiliated with institutions that participate in eduroam can connect to the "eduroam" network using their institutional credentials. Please note that while "CalVisitor" is

convenient for general use, it may have certain limitations, and some campus resources might not be accessible through this network. For detailed information on connecting to campus Wi-Fi networks, please refer to UC Berkeley's Student Technology Services. We will also have 2 backup hotspots available.

Spaces available for attendees:

Quiet Room

Meeting new people and having lots of conversations can be tiring. Make sure you take some time out during the conference if you're feeling tired or your energy levels are low. You can relax in our Quiet Room in Building #2. You will find books, fidget toys, puzzles, and comfy bean bags to retreat into until you feel ready to network and learn again.

Coat Check

Go to the registration desk in Building #1. We have some limited storage for coats and small to medium bags. You will receive a matching ticket to identify your belongings.

Gingko Courtyard

There will be many tables set up in the Gingko Courtyard, which you can get to from Building #1. This is where you can sit to eat meals, sip some coffee, take a breather, or take outdoor 1:1 meetings. In case of rain: we will have ponchos available in the quiet room, but will not have many umbrellas. We will not have a tent.

Berkeley Campus and more

The surrounding campus of UC Berkeley is open to the public. Walk around and take advantage of a <u>hiking trail</u>, <u>running track</u>, grand courtyard, and many fields! 15-30 min walk away is the bustling downtown of Berkeley with many shops and restaurants.

Swapcard

Get your ticket to the event through **EventBrite**.

To attend the event you will need to download Swapcard.

Sessions:

Swapcard allows you to view the agenda and bookmark sessions. In-person and virtual attendees will see different versions of Swapcard as not all sessions will be livestreamed or recorded.

1:1 Meetings:

We strongly encourage you to reach out to other attendees and book one-to-one meetings before showing up on the day to allow you to better plan your conference. It is important to fill out or update your profile on the app, to guarantee a better networking experience for everyone

For more information on how to use Swapcard, see these short tutorial videos:

- 90-second version
- 3-minute version
- How to network

If you experience any issues with Swapcard, you can reach out to their customer care from the in-app chat. You can also visit the information desk, and we'll be happy to help you. Please have a low bar for approaching us—we're very happy to help!

Swapcard is intended for professional networking only—do not use it for other purposes.

Slack

We've set up a <u>Slack</u> (sign-up form <u>here</u>) workspace to support our field building and community building. Some channels are dedicated to this conference in particular

Our Slack contains a range of channels that you can use to chat with other attendees, including #aia2025-bay-dinner-plans, #aia2025-bay-spontaneous-happenings, #aia2025-bay-memories etc. There is also a #aia2025-bay-help-and-feedback channel where you can use to ask the Al for Animals team any questions.

Food and drink

Meals and snacks will be provided at the following times:

Saturday, March 1

Snacks/Beverages Available: 9am–7pm
 Shared Lunch Time: 12pm–1pm*

Sunday, March 2

Snacks/Beverages Available: 9am–7pm
 Shared Lunch Time: 12pm–1pm*

^{*}Lunch will stay out until 3pm in case you miss it and we will have takeaway boxes available

Beverages options: will include coffee, tea, and water

Restrictions: Food will be clearly labelled and include allergen information from the caterers. We will have no animal products. If you have any other severe allergies or intolerances or other concerns, you can ask the dining staff or contact us at conference@aiforanimals.org.

Please note that there will be <u>no dinner provided on Saturday or Sunday night</u> and we will <u>not be serving alcoholic beverages</u>.

Make Your Own Dinner Plans:

We encourage you to coordinate dinner plans with other attendees using the channel #aia2025-bay-dinner-plans and #aia2025-bay-spontaneous-happenings in the AIA Slack (sign-up form here). You can also check out the satellite events:

■ Satellite Events - Al for Animals 2025 - Bay Area

Meeting point #1 around 7pm will be the gathering place for people looking to find dinner plans unless otherwise specified.

Dining Hall Dinner (With Limitations):

Small groups can gather to purchase dinner at Clark Kerr Dining Hall located in Building #2 for \$18 a meal. *However, you <u>cannot</u> stay in the dining hall to eat!* Please eat in Room D, and return any dishes/silverware *before 8pm*.

Additional Dinner Recommendations - Open after 8pm

Here is a sampling of alternative options for dining at restaurants with vegan-friendly options in the area that will remain open after 8pm. You would need to organize the logistics yourself and may need to book reservations in advance, as needed:

- Mount Everest Restaurant
 - Indian / Nepalese Cuisine
 - o 11 min walk
 - Vegan options (V)
- Humbowl
 - Healthy / Fast Casual
 - o 15 minute walk
 - Vegan options
 - Fully gluten-free menu
- Gather
 - New American Cuisine
 - o 28 min walk / 9 min Uber
 - Vegan options (v)
 - Gluten-free options (gf)
- Tane Vegan Izakaya
 - Japanese Cuisine
 - o 35 minute walk / 14 min Uber

- Fully vegan restaurant
- o Gluten-free options

Get help

Contact the events team

If you'd like to reach the events team, you can send us a message on <u>Slack</u> (sign-up form <u>here</u>) in the <u>#aia2025-bay-help-and-feedback</u>, Alternatively please email us at conference@aiforanimals.org

Volunteers

We will have many volunteers to help make the event go smoothly. If you have any questions, please feel free to ask them—they'll be wearing a **blue volunteer shirt**. We'll also have volunteers staffing the registration and information desks all day and in the rooms.

Personal or interpersonal issues

If you experience any personal or interpersonal problems at the event that you'd like help with, there will be two **community contact person** available on site at all times—**Eric Zhou** and **Allison Wells**

Ways to reach a community health contact:

- Message them on Slack (<u>Eric/Allison</u>) or Swapcard (<u>Eric/Allison</u>)
- Ask a volunteer to get a hold of them for you

Harassment, bullying, or unwanted romantic/sexual attention is unacceptable at our events, and we encourage you to report any of this behavior to us.

Medical help

On Site: We have a first aid kit, KN95 masks, pain relievers, toiletries, and COVID tests on site in the Quiet Room. The Clark Kerr Conference Center does not have on-site medical personnel. In case of a medical emergency, you should dial 911 or contact UC, Berkeley Campus Police at (510) 642-3333.

Security

In addition to UC Berkeley Police being aware of our event and on duty, the UC Berkeley WarnMe alert system will notify you of any immediate threats to safety or health. Rest assured, the campus is well-prepared to handle emergencies effectively.

Lost property

If you have left anything at the venue, you can pick it up from the information desk during the event. Similarly, if you find lost property, bring it to the information desk. All unclaimed property will not be guaranteed to be kept once the conference is over.

Code of conduct

Al for Animals is an organization, a network and a community of people who are willing to help one another and collectively work towards a better world. Our members are from all walks of life and have a wide range of personal beliefs – what unites us is our desire to be more effective in how we do good towards all sentient beings.

The Code of Conduct exists to ensure that people can collaborate in a positive and successful way. Psychological and physical safety is the cornerstone of the ability to show uncertainty and change our minds. To that end, we have a few ground rules that we ask people to adhere to. This is not an exhaustive list of things that you cannot do. Rather, take it in the spirit in which it is intended — a guide to make it easier to enrich all of us and the communities in which we participate.

The Code of Conduct applies to all spaces managed by AI for Animals. This includes online spaces, in-person events, and any forum which the community uses for communication. These standards apply to all people who are involved in the planning and creation of an AI for Animals event that is run or directly supported by AI for Animals. They can also serve other people organizing events as a guideline. If you violate this code of conduct your participation might be limited.

If you believe someone is violating the Code of Conduct, we ask that you report it by contacting our community contacts who will deal with it on the level of confidentiality you wish for. For faster action on events where the AI for Animals support persons are not present, you can contact the event organizer or a designated support person for that event. Possible responses include, but are not limited to: giving a warning to the individual, requiring them not to interact with another person or asking them to leave the community space.

Encouraged behaviors

- Be welcoming, friendly, patient and considerate with each other.
- Be respectful: Not all of us will agree all the time. Disagreement is no excuse for poor behavior and poor manners. We might all experience some frustration now and then, but we shouldn't allow that frustration to turn into personal attacks.
- Have and assume good intentions.
- When we disagree, try to understand why: Disagreements happen all the time and it is important that we resolve differing views constructively. We understand that human interaction can be complex and confusing. Please give each other the benefit of

- explaining behavior you find offensive or unwelcome. However, people asked to stop any prohibited conduct are expected to comply immediately.
- Aim for intellectual honesty, considerateness and cooperation and be ready to question our own beliefs.
- Respect everyone's right to their own values and lifestyles, and allow them to grow at their own pace.
- Seek consent and respect when someone else sets a boundary.
- Avoid making assumptions related to the identity, sexual orientation, gender, life situation, experiences, thoughts or moral views of another person.
- Adhere to national and local health and safety regulations, as well as any additional policies we institute for AI for Animals.
- Reflect on your own privileges and responsibilities that come with them.
- If you cause harm, acknowledge it and if needed, apologize.

Prohibited behavior

- Do not insult or put down other participants. Harassment and other exclusionary behavior are not acceptable. This includes, but is not limited to:
 - Violent threats or language directed against another person
 - Discriminatory jokes and language
 - Posting sexually explicit or violent material
 - Personal insults
 - Unwelcome sexual attention
 - Harassment of others. If someone seems uncomfortable or asks you to stop, then stop
 - Advocating for, or encouraging, any of the above behavior
- Alcohol and illegal drugs:
 - Do not encourage others to consume alcohol or illegal drugs
 - When alcohol is provided, we expect participants to drink responsibly.
 Responsible drinking means to us that you are able to take full responsibility for your words and actions
 - The consumption of illegal drugs is not permitted at our events.

You can contact us at conference@aiforanimals.org if you have any questions.

If you run into any personal or interpersonal issues, please do not hesitate to seek help from our **community contacts** during or after the event.

What should I wear?

The dress code is casual/informal, so please wear whatever makes you feel best and comfortable. Please note that the venue does not permit being barefoot for reasons of health and safety.

For these dates (1–2 March), San Francisco has an average low of 10°C / 50°F and an average high of 17°C / 63°F.

Sessions

Are sessions recorded?

The conference schedule and details related to talks, workshops, and other sessions can be found on the **Swapcard app**, which you should now have received an invitation to.

Only the talks in the Main Theater will be livestreamed to our Youtube live. The sessions with virtual presenters can be watched via zoom and will be uploaded to our <u>YouTube channel</u> after the conference, unless a speaker requests otherwise.

Although our content is great, we think one-to-one meetings are often a better way for attendees to make the most of the conference, so please don't feel pressured to attend the sessions.

By attending this event, you consent to being filmed or photographed and potentially having those images be used for marketing or promotional purposes. If this poses an issue, please email us at conference@aiforanimals.org.

Will I be able to attend every session I want to?

Al for Animals: Bay Area will have ~150–200 attendees, which means there may be high demand for some sessions. We ask that folks register for all sessions in advance on Swapcard. To be fair to other attendees, **if you register for a session**, **please make sure to attend**. Please **unregister from any sessions that you're no longer planning to attend**, and also check that you haven't registered for sessions that are happening at the same time.

When arriving at a talk, we recommend that you sit as close to the front as possible and refrain from leaving empty seats between yourself and another attendee. This will help fit as many attendees as possible into popular sessions and avoid crowding at the back of the room.

If a session you'd like to attend is full, you're still welcome to go and check for seating space, though it won't be guaranteed.

Questions?

If you have any questions before or during the event, you can contact us via the Help Desk, the #aia2025-bay-help-and-feedback channel in <u>Slack</u>, or email the team at hello@aiforanimals.org.

Satellite events

Attendees are welcome to come to these <u>unofficial satellite events</u> and add their own. Please read the instructions carefully and RSVP accurately.

Also, join and connect on the **#aia2025-bay-spontanueous-happenings** Slack channel for informal gatherings.