

## LOGISTICS

<b>Logistics</b>	<b>2</b>
<b>Key Info</b>	<b>2</b>
<b>Packing</b>	<b>2</b>
<b>Dress at OpenCon</b>	<b>2</b>
<b>Traveling</b>	<b>2</b>
<b>OpenCon Conference Hotel</b>	<b>3</b>
<b>Getting to the Conference Hotel</b>	<b>3</b>
From Baltimore Washington International Airport (BWI)	3
From Washington Dulles International Airport (IAD)	4
From Washington Reagan National Airport (DCA)	5
From Washington Union Station	6
<b>Getting to the Conference Venue</b>	<b>6</b>
<b>Connecting with attendees</b>	<b>10</b>
<b>For presenters and workshop hosts</b>	<b>10</b>
<b>Code of Conduct</b>	<b>11</b>
<b>Sharing Photos</b>	<b>11</b>
<b>Sharing Videos</b>	<b>11</b>
<b>Unconference</b>	<b>11</b>
<b>Participant Project Presentations</b>	<b>11</b>
<b>Food</b>	<b>11</b>
<b>More Questions?</b>	<b>11</b>

## **Logistics**

This information is only for participants at OpenCon in Washington DC, November 12th-14th 2016. Participants at satellite events should consult their [event pages](#), or contact their hosts for logistical information. Information on the program of OpenCon 2016, including detailed room info and times can be found [here](#).

## **Key Info**

Conference Hotel: Residence Inn Bethesda Downtown - [Website](#) and [Map](#)

Conference Venue: American University Washington College of Law - [Website](#) and [Map](#)

Emergency Contacts: Email Nick Shockey (nick [at] sparcopen [dot] org) or Nicole Allen (nicole [ at ] sparcopen [ dot ] org) with URGENT in the subject line

## **Packing**

Alongside everything you would normally pack, including business attire for the advocacy day, you might consider packing t-shirts (especially open-related), badges, stickers and other merch. Also, leave a bit of room for the t-shirts, stickers, badges and other merch you'll pick up at the event. These are frequently exchanged at OpenCon and provide a great way to bond with other attendees. If you can, please do bring a laptop or tablet and any peripherals needed.

## **Dress at OpenCon**

The first two days of the meeting are informal, and participants are encouraged to wear whatever they will be most comfortable in. However, on the final advocacy day on Monday, participants are expected to wear formal professional attire for meetings with policymakers and the closing reception. We recommend a suit and tie for men, and a suit or professional dress for women, although participants are also welcome to wear whatever is considered professional attire in their home country.

## **Traveling**

If you're not a frequent traveler, the [Mozilla travel guide](#) is a fantastic resource to learn some tips. It is also worth browsing the [Wikivoyage page for Washington DC](#) if you've never been.

We'll use the metro cards for travel between venues at OpenCon. If you have your hotel or flight paid for by OpenCon, we'll provide you with metro cards. If you self-funded either of these you'll need a metro card with at least \$25 dollars on it.

### **OpenCon Conference Hotel**

The conference hotel for OpenCon is the [Residence Inn Bethesda Downtown](#) located at [7335 Wisconsin Ave, Bethesda, MD 20814, United States](#). Hotel rooms have already been reserved and assigned for all participants receiving a travel scholarship. All rooms booked for scholarship recipients will be double occupancy unless arrangements otherwise have been made with the organizers. If you have concerns about your accommodations for OpenCon, please email Nicole [at] Sparcopen [dot] org.

### **Getting to the Conference Hotel**

#### **Getting to the Residence Inn from Airports in the Washington DC area**

From Baltimore Washington International Airport (BWI)

There are two options using public transit: bus and train. The bus is less complicated, but the train tends to be faster. Both cost about \$11-13 depending on time of day.

#### ***Traveling from BWI by Bus***

1. Catch WMATA bus number B30, which offers express service from BWI to Greenbelt Station on the DC Metro's green and yellow lines. The bus runs every 40 minutes according to the following schedule: <http://www.wmata.com/bus/timetables/md/b30.pdf>.

There are two bus stops for the B30 located on the lower level of the terminal outside of baggage claim. One is at the far end of Concourse A and the other is outside of the International Concourse. To find the bus stops, look for signs to Public Transit inside, then go out the doors and cross the first lane of traffic. The bus stops are located along the second curb. Each one has a shelter nearby. The bus costs \$7 each way and you can pay the driver by cash. Note that they do not provide change, so you will need the exact amount.

2. Once at Greenbelt Station, you can access the Metro. Purchase a ticket with enough value to get to Bethesda Metro Station (this is typically \$3.60 during off peak times or \$5.90 during peak times, plus \$1 charge per ticket). Then board any Yellow or Green line train toward Washington (Greenbelt is the last stop). Exit the train at Gallery Place/Chinatown, then go up the escalators marked for the Red Line toward Shady Grove. Board a Red Line train toward Shady Grove and get off at Bethesda.

3. Once you arrive at the Bethesda Metro Station, be prepared to present your ticket again to swipe out. Take the escalators up to ground level. Exit onto Wisconsin Avenue and walk south toward Montgomery Avenue. At Elm Street (the next block), turn left, and the Residence Inn should be on the left.

**Altogether the trip will take about 1 hour 30 minutes.**

### ***Traveling from BWI by Train***

1. Take the free shuttle from BWI to the BWI Rail Station. There are three shuttle stops on the lower level of the terminal immediately outside of baggage claim. Look for signs to "Amtrak/MARC Shuttle." The shuttle runs every 12 minutes and takes about 10 minutes to reach the station, so just to be safe it's best to leave at least 30 minutes before your train.

2. When you arrive at the station, purchase your ticket to Washington Union Station. There are two train companies that serve the station: Amtrak and MARC. You will probably want to take MARC because it is more frequent and less expensive. A schedule is available here:  
<http://mta.maryland.gov/sites/default/files/QuickPost-090314.pdf>

Tickets on MARC to Washington Union Station cost \$7, and you can buy them at the ticket window using cash, or at the "Quik-Trak" kiosks using a credit card (just make sure to select MARC tickets on the first screen). Trains to Washington will leave from the track on the far side of the station, so after you get your ticket you'll have to cross the bridge to the other side.

3. Once you arrive at Union Station and get off the train, follow the signs to the Metro and purchase a ticket to Bethesda Station. Get on a Red Line train headed toward Shady Grove, and get off at Bethesda.

4. Once you arrive at the Bethesda Metro Station, be prepared to present your ticket again to swipe out. Take the escalators up to ground level. Exit onto Wisconsin Avenue and walk south toward Montgomery Avenue. At Elm Street (the next block), turn left, and the Residence Inn should be on the left.

*Altogether the trip will take about 1 hour 15 minutes.*

---

### **From Washington Dulles International Airport (IAD)**

1. From baggage claim, look for Door #4, where you will see signs for "Washington Flyer" or "Silver Line Express" bus. Door #4 has ramps going up and going down. Take the ramp going up toward the Arrivals curb. Just inside the curb you will find the ticket office for the Washington Flyer Silver Line Express bus, which will take you to the Wiehle-Reston East Metro Station. Purchase a ticket for \$5 using cash or a card, and take the next bus. The bus ride takes approximately 15 minutes.

2. Once you arrive at the Wiehle-Reston East Station, walk across the bridge to the station. Purchase a ticket to Bethesda Station (this is typically \$3.60 during off peak times or \$5.90 during peak times, plus \$1 charge per ticket). Board a train toward Washington (all trains from this station go that direction). Get off the train at Metro Center, and take the escalator up toward the platform marked Red Line toward Shady Grove. Board a train toward Shady Grove and get off at Bethesda.

3. Once you arrive at the Bethesda Metro Station, be prepared to present your ticket again to swipe out. Take the escalators up to ground level. Exit onto Wisconsin Avenue and walk south toward Montgomery Avenue. At Elm Street (the next block), turn left, and the Residence Inn should be on the left.

*Altogether the trip will take about 1 hour 30 minutes.*

---

## From Washington Reagan National Airport (DCA)

1. Locate the Ronald Reagan Washington National Airport Metro Station, which is directly connected to the airport by an enclosed walkway. There are signs throughout the airport terminal and baggage claim area to direct you to the Metro station. The bridge to the Metro is located on the same level as the airline ticket counters.

2. Purchase a ticket to Bethesda Station (this is typically \$3.60 during off peak times or \$4.60 during peak times, plus \$1 charge per ticket). Board a Yellow Line train toward Greenbelt. Exit the train at Gallery Place/Chinatown, then go up the escalators marked for the Red Line toward Shady Grove. Board a Red Line train toward Shady Grove and get off at Bethesda.

3. Once you arrive at the Bethesda Metro Station, be prepared to present your ticket again to swipe out. Take the escalators up to ground level. Exit onto Wisconsin Avenue and walk south toward Montgomery Avenue. At Elm Street (the next block), turn left, and the Residence Inn should be on the left.

*Altogether the trip will take about 45 minutes.*

---

## From Washington Union Station

1. Locate the Union Station Metro Station, which is directly below the train station. There are signs throughout the station pointing to the Metro. There are two escalators down: one near the tracks and one outside the front entrance of the building.

2. Purchase a ticket to Bethesda Station (this is typically \$2.95 during off peak times or \$3.75 during peak times, plus \$1 charge per ticket). Board a Red Line train toward Shady Grove and get off at Bethesda.

3. Once you arrive at the Bethesda Metro Station, be prepared to present your ticket again to swipe out. Take the escalators up to ground level. Exit onto Wisconsin Avenue and walk south toward Montgomery Avenue. At Elm Street (the next block), turn left, and the Residence Inn should be on the left.

*Altogether the trip will take about 30 minutes.*

---

### **Getting to the Conference Venue**

Participants staying at the conference hotel will be led in groups on the Metro to conference venues. Groups will be arranged by Sched.

#### **Detailed Directions**

- 1) On stepping out the hotel's main entrance, turn right onto Waverly Street.
- 2) Walk to the first intersection and turn right on the corner onto Wisconsin Ave.
- 3) Walk down the street for <5 minutes (approximately 2 blocks). Stay on the same side of the street.
- 4) Watch for the metro sign directing you into the station.



- 5) Navigate that station.

6) Board the red line train toward Glenmont. Most trains will show as “NoMa” as their destination. It’s the platform on the right as you descend the stairs or escalator. NOTE: Washington’s metro system is under extensive maintenance, and you may experience wait times of up to 15 minutes between trains. Please take this in account in order to arrive on time.

7) Get off at the Tenleytown-AU station (the 2nd stop).

8) Go through the barriers to leave the station. Be sure to have your metrocard accessible as you will need it to exit.

9) Go up the first escalator

10) Turn right following the sign to Wisconsin Ave. West Side.



11) Go up the second escalator

12) Turn right as you leave the station and walk along Wisconsin Ave.



13) Cross Albemarle St. at the next intersection, staying on the same side of the road.



14) Continue walking for about 3 minutes (one block). On your left on the other side of the street, you should see the “Mattress Warehouse”, “Han Cleaners”, and “Mayflower” shops.

15) Turn right onto Yuma St.



16) Walk ~100 meters until you see the Yuma St. entrance on your left. Enter there.



**Parking:** There is no parking on site, however there is street parking nearby.

### **Connecting with attendees**

Twitter and Facebook: Please use [#OpenCon](#) for all your OpenCon related tweets and Facebook posts before, during and after the conference. You can follow up on Twitter [here](#), and like us on Facebook [here](#). We've also started to create a [Twitter list](#) of OpenCon 2016 alumni which attendees use to connect.

**Discussion list:** You'll be added to the [OpenCon Community Discussion](#) list once your participation is confirmed. If you haven't been, please get in touch.

Other ways to connect with attendees are telling deeply personal stories, and hugs.

### **For presenters and workshop hosts**

Moderators and introducers: In the run up to OpenCon, you'll be assigned a moderator and/or introducer depending on if you're part of a panel, workshop or a keynote.

Bios, titles and photos: We use public, readily available bios, images and titles for you unless otherwise provided. However, we will also provide you with a link to edit these yourself prior to the conference through our [Sched](#) system.

Presentations: Please email your presentations to your moderator and [Joe@righttoresearch.org](mailto:Joe@righttoresearch.org) in advance of the talk. We'll put this online at our [Slideshare account](#) under a CC-BY licence unless you indicate that you don't want this to happen or have put the talk up on your own system and provide us a URL.

### **Code of Conduct**

We ask attendees read, and abide by, [OpenCon's Code of conduct](#).

### **Sharing Photos**

We really want your photos! We've put together a number of ways you can get them to us [here](#).

### **Sharing Videos**

If you have video's you would like to share with OpenCon, please email [joe@righttoresearch.org](mailto:joe@righttoresearch.org)

### **Unconference**

Details on the OpenCon Unconference can be found [here](#).

### **Participant Project Presentations**

To nominate your project for a presentation at OpenCon head [here](#).

### **Food**

If you've specified a dietary requirement before the event as part of registration, we'll make sure that you'll be able to eat food we provide. Where food is provided by OpenCon, this will be noted specifically on Sched.

### **More Questions?**

We want to ensure attendees have their questions answered before OpenCon, and can arrive prepared, relaxed and comfortable. If you have any other questions, please send Joe [at] righttoresearch [dot] org a message, we'd love to hear from you.