
Meeting Information

Date and Venue

Date: September 22 (Thurs) - 24 (Sat), 2016

Venue: Osaka International Convention Center

5-3-51 Nakanoshima, Kita-ku, Osaka City, 530-0005, Japan

Tel: +81-6-4803-5585

URL: <http://www.gco.co.jp/en/>

Contact

Organizing Secretariat

5th Asian Conference on Endometriosis (ACE 2016)

c/o MA Convention Consulting, Inc.

Kojimachi Parkside Building 402, 4-7 Kojimachi, Chiyoda-ku, Tokyo 102-0083, Japan

TEL: 81-(0)3-5275-1191/FAX: 81-(0)3-5275-1192

E-mail: info@macc.jp

Official Website

<http://ace2016osaka.umin.jp/index.html>

Registration

Early-bird Registration 25,000 JPY (on/before September 14, 2016)

On-site Registration 30,000 JPY

Registration includes admission to all the scientific program/exhibition and meeting publications.

All registrants are invited to Banquet which takes place on September 23 (Fri), 2016.

Registration Desk: Foyer, 12F

Opening Hours

11 : 00 - 17 : 30, September 22 (Thurs)

8 : 00 - 18 : 30, September 23 (Fri)

8 : 00 - 13 : 00, September 24 (Sat)

On-site Registration

For on-site registration, payment must be made in Japanese yen by either credit card or cash.

Lunch

Lunch boxes will be provided free of charge at all luncheon seminars.

Lunch boxes will be provided at the entrance of each luncheon seminar's room on a first-come, first-served basis.

Social Event

Banquet

Date and Time: 19 : 00 - 21 : 00, September 23 (Fri)

Venue: *Sanraku*, 2F, Rihga Royal Hotel Osaka (located next to the congress venue)

Dress Code: Casual (buffet-style dinner will be served.)

Instructions Regarding Scientific Program

Instructions for Speakers of Oral Presentations

Presentation Length

Presentation length allotted for each speaker of each lecture/session is shown below.

Symposium	25 minutes (20-minute talk & 5-minute discussion)
Oral Session/Video Session	12 minutes (10-minute talk & 2-minute discussion)

All the oral presentations are guided by moderators.

Speakers are requested to strictly keep the allotted time.

Official Language

All the oral sessions (but Chinese Session) shall be offered in English.

PC Preview

All the speakers are requested to bring their presentation data on USB Flash Drive, CD-R or their own computer to PC Preview Desk and to upload their presentation data at least 30-min before their session.

PC Preview Desk : Foyer, 12F

Opening Hours

11 : 00 - 17 : 30, September 22 (Thurs)

8 : 00 - 18 : 30, September 23 (Fri)

8 : 00 - 13 : 00, September 24 (Sat)

[Notes]

- 1) Accepted application format is Windows Power Point 2003/2007/2010/2013.
- 2) Recommended typefaces are Century, Century Gothic, Arial, and Times New Roman. Please avoid special characters.
- 3) Please include the presentation number and presenter's name in the file name.
- 4) If you create your presentation using a Macintosh and/or moving images, please bring your own computer.
- 5) If you use your own computer, please bring your power adaptor.
- 6) Presenter Tool displaying your manuscript on PC monitor at the podium is not available.

Instructions for Moderators

All the moderators are requested to be seated at the next moderator's seat placed in the front row of the room 30-minutes before their session starts.

Instructions for Poster Presenters

All posters shall be set up during the following time:

11 : 00 - 11 : 50, September 22 (Thurs)

Poster Discussion

All posters are displayed throughout the period of the Meeting.

Poster Discussion shall take place on:

17 : 50 -18 : 30*, September 23 (Fri)

*During the Poster Discussion time, poster presenters are asked to stand by their own poster for free discussion.

All posters shall be removed during the following time:

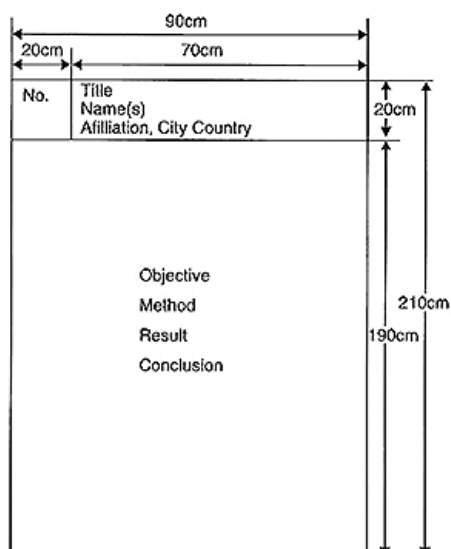
13 : 30 - 14 : 00, September 24 (Sat)

[Notes]

Posters not removed as of 14: 00, September 24 shall be DISCARDED by the Organizing Secretariat.

Guidelines for Poster Preparation

- All posters shall be prepared entirely in English.
- Each author is requested to indicate “title”, “authors’ names” and “authors’ affiliations” on the top right of the poster board within an area of 70 cm wide × 20 cm high.
- A presentation number board to be put on the top left of each poster shall be prepared and attached by the Organizing Secretariat.
- Poster contents should be arranged to describe the “objective”, “methods”, “results” and “conclusion”.
- Usable area of the contents 90 cm wide × 210 cm high in size. Layout of poster contents shall be decided at authors’ discretion.
- The typeface used on posters should be at least 18 mm high so that the content can be read from a distance.
- Tables and figures should likewise be of an appropriate scale, with text large enough to be easily read.
- Posters shall be attached to poster boards using thumbtacks, which will be provided by the Organizing Secretariat. No paste, glue, staples and/or nails are permitted to use.
- There will be no reception for poster tour.



Instructions for Japanese participants/日本人参加者の皆さまへ

日本専門医機構 単位付与講習について

第5回アジア子宮内膜症会議では、下記のセッションにおいて日本専門医機構の単位を付与いたします。

9月22日(木) 15:45 - 17:30 産婦人科領域講習 1単位

Sponsored Symposium I: Current medical treatment of endometriosis

9月23日(金) 16:00 - 17:40 産婦人科領域講習 1単位

Sponsored Symposium II: What is the optimal management of women with endometriosis?

9月24日(土) 8:40 - 10:20 産婦人科領域講習 1単位

Symposium 3-1: Novel approach to pathogenesis and carcinogenesis of endometriosis II

機構専門医の認定講習は、各講習会場で対象セッション開始の10分前から講習参加受付を開始します。開始時間10分を過ぎた場合、聴講は可能ですが、機構専門医単位付与はされません。ご了承ください。

【産婦人科領域講習について】



- ・ e 医学会カード（日本産科婦人科学会発行）で参加登録を行います。
 - ・ ご出席の先生はご自身の責任で e 医学会カードで参加登録を行ってください。各講習会場で e 医学会カードのバーコードを読み取ることで参加登録を行います。
- ※日本産科婦人科学会会員で e 医学会カードを紛失等でお持ちでない方
運転免許証等でご本人確認の上、登録確認を行います。

生殖医療専門医ポイントについて

生殖医療専門医ポイントが学会参加で付与されます。

日本生殖医学会ポイント付与窓口で、専門医 IC カードを係にご提示ください。



※IC カードをお忘れになりますと、別途本人確認の手続きが必要となりますので、IC カードはお忘れなくお持ちください。

General Information About JAPAN

Passport & Visa

To visit Japan, visitors must have a valid passport. A visa is required for citizens of countries that do not have visa exemption agreements with Japan. Please contact your nearest Japanese Embassy or Consulate for visa requirements.

Duty Free Imports

Personal effects and professional equipment can be brought into Japan duty free as long as the items and quantities are deemed reasonable by the customs officer. Visitors can also bring in 400 cigarettes, 500g of tobacco or 100 cigars; 3 bottles of alcoholic beverages; 2oz of perfume; and gifts and souvenirs with a total market price of less than 200,000 yen or equivalent.

There is no allowance for tobacco or alcoholic beverages for persons aged 19 years or younger. Firearms and other types of weapons and narcotics are strictly prohibited.

Insurance

The organizer accepts no responsibility for accidents that might occur. Delegates are encouraged to purchase travel insurance before leaving their home countries. Insurance plans typically cover accidental loss of belongings, medical costs in case of injury or illness, and other risks of international travel.

Climate

The temperature in Osaka during the period of the Meeting could range between 22°C - 30°C.

Currency Exchange

Only Japanese yen (¥) is acceptable at regular stores and restaurants. Certain foreign currencies may be accepted at a limited number of hotels, restaurants and souvenir shops. You can buy yen at foreign exchange banks on presentation of your passport.

Traveler's Checks & Credit Cards

Traveler's checks are accepted only by leading banks and major hotels in principal cities, and the use of traveler's checks in Japan is not as popular as in some other countries. VISA, MasterCard, Diners Club, and American Express are widely accepted at hotels, department stores, shops, restaurants and nightclubs.

Tipping

In Japan, tips are not necessary anywhere, even at hotels and restaurants.

Electricity

Electric current is uniformly 100 volts AC throughout Japan. However, electricity is provided at either 50 or 60 cycles, depending on location: 50 cycles in eastern Japan (including Tokyo); and 60 cycles in western Japan. Leading hotels in major cities often provide two types of electrical outlets (100 volts and 220 volts), but their sockets usually accept only two pronged plugs.

Shopping

Shops and other sales outlets in Japan are generally open on Saturdays, Sundays and national holidays as well as weekdays from 10:00 to 19:00. Department stores, however, are closed on one weekday a week differing by store. Certain specialty shops may not open on Sundays and national holidays.

Access to Venues

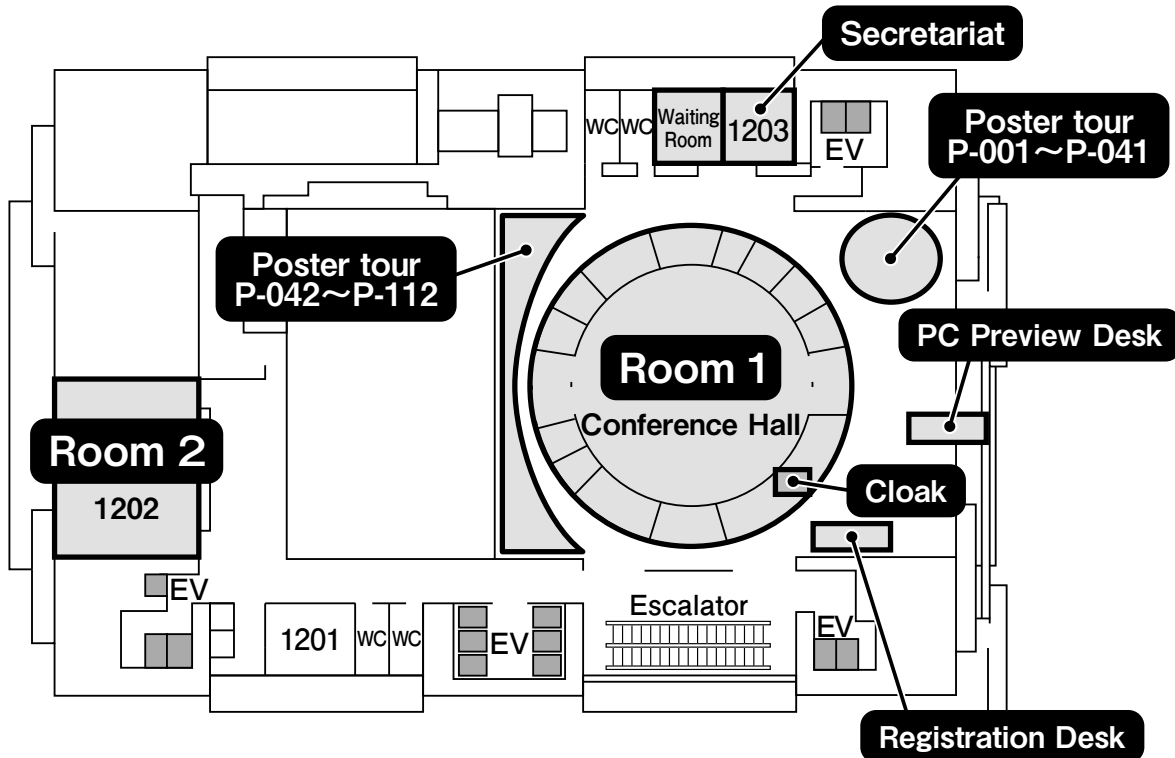


Nearest stations guide

- **Keihan Nakanoshima Line**
Next to Exit No.2 of Keihan Nakanoshima (Osaka International Convention Center) Station.
- **JR Loop Line**
15-minute walk from Fukushima Station.
- **Hanshin Railway**
10-minute walk from Exit No.3 of Fukushima Station.

Floor Map

12_F



8_F

