

# US – Korea Joint Workshop on Digital Libraries Logistics

## 1. Web Site

The Web site related to this workshop is at <http://fox.cs.vt.edu/UKJWDL/>  
Please study it carefully.

## 2. Listserv

All involved in the workshop should be on its listserv. If you are not receiving that mail, contact [fox@vt.edu](mailto:fox@vt.edu) to be added. Send msgs to '[ukjwdl-l@listserv.vt.edu](mailto:ukjwdl-l@listserv.vt.edu)' to reach everyone on the list. Please use this to comment on the contents of the Web site and any matters related to the workshop and US-Korea collaboration on digital libraries.

## 3. Position Statements

The workshop will yield proceedings, which will be available as they evolve on the Web site. The first part of that will be available at the workshop. This will include an extract from the NSF proposal for the workshop. In addition, there will be position statements from all who attend the workshop. An initial version of those from the Korean participants is already on the Web site.

All attendees must send an electronic version of a 1-3 page camera ready position statement, for letter size paper with 1 inch margins all around, to [fox@vt.edu](mailto:fox@vt.edu), to arrive no later than 11pm EST on Aug. 5. Up to about half a page should be a biographical sketch, and the rest should be a position statement explaining interest in attending the workshop.

## 4. Workshop Lodging

The lodging arranged for the workshop attendees is at

Embassy Suites La Jolla  
4550 La Jolla Village Drive  
La Jolla, CA 92037  
Telephone: (858) 453-0400 (or, toll free 800-362-2779)  
Fax: (858) 453-1851  
<http://www.eslajolla.com>

There is a block of rooms there reserved for us (ask for the Supercomputer Center Workshop of Aug. 10-11) at the \$175 double/\$165 single rate. If there are any problems, please contact directly:

Christine Stonebraker  
+1-858-458-1765  
[cstonebraker@eslajolla.com](mailto:cstonebraker@eslajolla.com)

## 5. Travel Between Airport and Hotel by Shuttle

Transportation is available to the hotel from the San Diego Airport via Cloud 9 Shuttle at the rate of \$10 one-way. Cloud 9 operates continuously from the ground transportation area of the airport.

## **6. Driving to Hotel from Airport**

Driving directions from the San Diego Airport: Follow signs to Interstate 5 (I-5) North. Continue on I-5 approximately 15 miles to the La Jolla Village exit. Exit freeway and travel east approximately 1 mile. Past Genesee, turn left at Executive Way. Embassy Suites will be on your right. Parking in the hotel's garage is \$7.00 per night.

## **7. Travel Between Hotel and Conference**

We will provide transportation between the Embassy Suites and SDSC. Please everyone take advantage of this, since parking is limited and often difficult to find at SDSC.

## **8. Meeting Site**

University of California, San Diego  
Auditorium, San Diego Supercomputer Center  
9500 Gilman Drive, MC 0505  
La Jolla, CA 92093-0505  
Phone: (858) 534-5039  
FAX: (858) 822-0889

## **9. Meeting Schedule (see also Agenda)**

**Aug 10** Full breakfast provided at workshop hotel  
8:00 AM Coffee, tea, and juice available all day  
12:00 Lunch provided at the conference  
7:00 PM Dinner arranged by workshop

**Aug 11** Full breakfast provided at workshop hotel  
8:00 AM Coffee, tea, and juice available all day  
12:00 Lunch provided at the conference

## **10. Expense Reporting for US Attendees**

Please see the expense form at the Web site. This should be printed, filled in (including SSN), signed, and returned as per directions, with original receipts. Please try to be frugal in using NSF funds! Note also:

Mileage reimbursement = 32.5 cents per mile  
M&IE for San Diego = \$46.00  
M&IE for travel days @75% = \$34.50