

## Welcome to the 40th Annual ACM SIGIR Conference

This document summarizes some useful information to assist you with your arrival to the conference venue and your stay in Shinjuku (Tokyo).

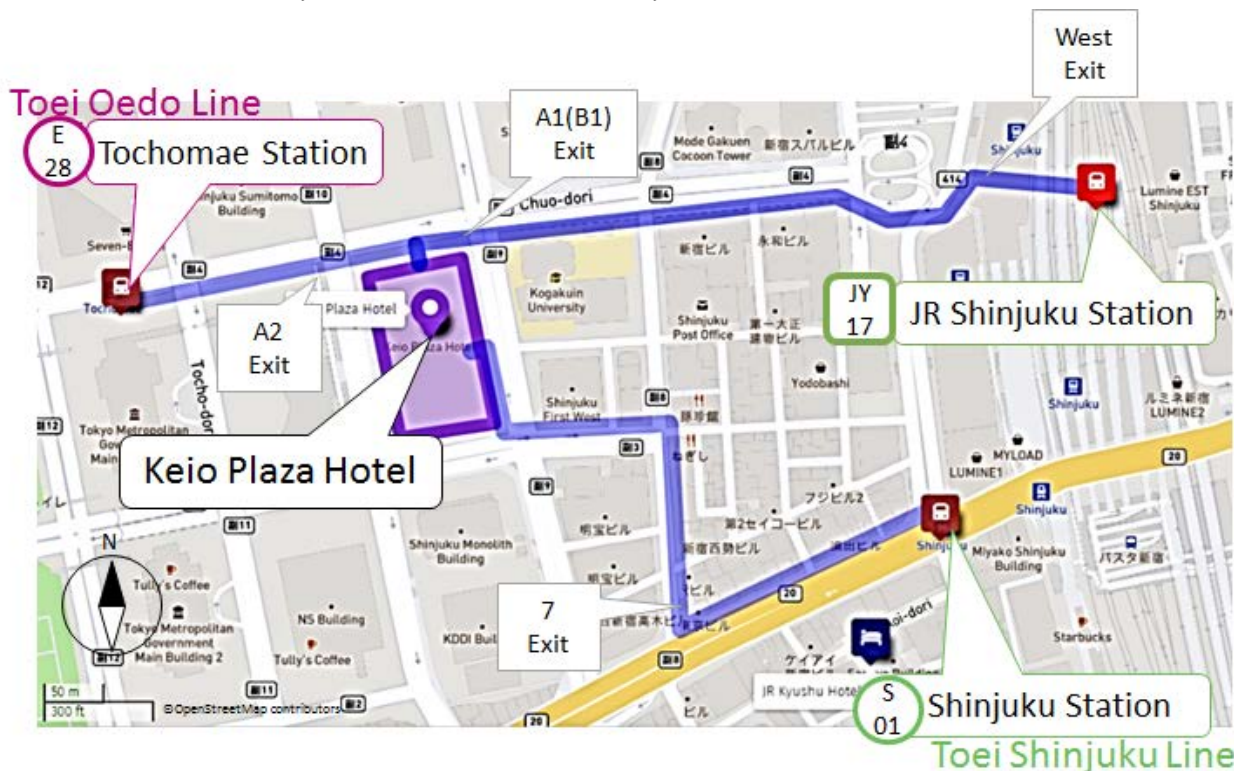
### 1. CONFERENCE VENUE

SIGIR 2017 will take place at: **Keio Plaza Hotel Tokyo**

*2-2-1 Nishi-Shinjuku, Shinjuku-ku, Tokyo*

Tel: +81-3-3344-0111

Nearest stations are JR Shinjuku Station (9 minutes walk), Tochomae Station of Toei Oedo Line (5 minutes walk), Shinjuku Station of Toei Shinjuku Line (7 minutes walk).



Source: [http://umap.openstreetmap.fr/en/map/sigir2017-at-shinjuku-tokyo\\_157431](http://umap.openstreetmap.fr/en/map/sigir2017-at-shinjuku-tokyo_157431)

### 2. TRANSPORTATION FROM AIRPORT

Tokyo has two international airports, Narita Airport and Haneda Airport.

From Narita Airport:

- By bus – Airport Limousine bus (120 minutes; 3,100 Yen)
- By train
  - JR Narita Express NEX (81 minutes; 3,190 Yen)
  - Skyliner (70 minutes with transit; 2,670 Yen)

From Haneda Airport:

- By bus – Airport Limousine bus (50-75 minutes; 1,230 Yen)
- By train – Keikyu-Koku Line with transit (50 minutes; about 700 Yen)

Detailed information is available at <http://sigir.org/sigir2017/attend/transportation-from-airports/>

The Tokyo Convention & Visitors Bureau (TCVB) will offer welcome desks for SIGIR 2017 participants and their families at Haneda and Narita Airport on August 6th and 7th. Opening hours are from 8:00 am to 8:00 pm. Staff can provide information about transportation, shopping and sightseeing in Tokyo. Tokyo City Guides and maps are also available at the desk.

### **3. REGISTRATION DESK**

The Registration Desk is located at the Keio Plaza Hotel, and it will be operating at the following times and rooms:

SUNDAY	6 August 2017, 13:00-18:00 (Hana at the 4 <sup>th</sup> floor)
MONDAY	7 August 2017, 8:30-20:00 (Concord Ballroom Foyer at the 5 <sup>th</sup> floor)
TUESDAY	8 August 2017, 8:20-16:30 (Eminence Hall Foyer at the 5 <sup>th</sup> floor)
WEDNESDAY	9 August 2017, 8:00-17:00 (Eminence Hall Foyer at the 5 <sup>th</sup> floor)
THURSDAY	10 August 2017, 8:00-15:00 (Eminence Hall Foyer at the 5 <sup>th</sup> floor)
FRIDAY	11 August 2017, 8:50-17:30 (Outside of Sagami at the 42 <sup>nd</sup> floor)

All delegates must visit the Registration Desk to collect their conference materials and badge before gaining access to the conference. The badge will be your official pass and must be clearly visible at all times to obtain entry to all sessions, including the social events. The volunteer staff wears a blue SIGIR 2017 T-shirt, you can query to them for any question.

## 4. WELCOME RECEPTION

The Welcome Reception will be held on Monday August 7 at 7:00pm at Keio Plaza Hotel 42<sup>nd</sup> and 43<sup>rd</sup> floors. You can enjoy the beautiful night view and the foods.



## 5. LOCAL INFORMATION & TIPS

### 5.1 TEMPERATURE

August in Tokyo is generally quite hot and humid, with the average daily temperature between 24°C and 33°C. The forecasts for the conference week are a little bit cloudy and rainy sometime; we expect temperatures ranging between 26°C and 31°C.

### 5.2 SMOKING RULE

In Shinjuku city, smoking is not permitted in all outdoor public places and almost every indoor public places, including the conference venue. Delegates are thus requested not to smoke except smoking permitted area. Smoking room is available at the lobby floor in the conference venue.

### 5.3 DISPLAY ADAPTORS

Please be advised that the podium in each session room will have a standard VGA cable only to connect to the projector. We provide a converting adapter from HDMI, miniHDMI, mini Displayport, USB Type C to VGA.

### 5.4 POWER PLUG

In Japan, the electricity voltage is 100V and we use the power sockets type A (see image below). Please ensure to carry your own adaptor to connect your power plug to type A, since the conference organization does not provide the adaptor.



### 5.5 MOBILE & INTERNET ACCESS

Wi-Fi is available for use by conference participants provided by Keio Plaza Hotel. Login and password are provided on the last page of the conference booklet.

Free public Wi-Fi access is available at the airports and a part of Shinjuku area.

JAPAN connected Wi-Fi: <http://www.ntt-bp.net/jcfw/en.html>

JR-EAST FREE WiFi: [https://www.jreast.co.jp/e/pdf/free\\_wifi\\_02\\_e.pdf](https://www.jreast.co.jp/e/pdf/free_wifi_02_e.pdf)

Prepaid SIM card: You can buy a prepaid SIM card at the airport and major appliance store. For instance, “Japan Travel SIM” can be used throughout Japan. You can activate and start to use immediately. You can buy the SIM card at the Yodobashi Camera which is a major appliance store near the conference hotel and NewDays which is convenience store in the Shinjuku station. There are two packages: 1GB/30days or 2GB/3months. The SIM card is rechargeable. For more information, please see <https://t.ijmio.jp/en/>.

## 6. USEFUL LINKS & TOOLS

- Map and access to recommended five hotels: <http://sigir.org/sigir2017/cms/wp-content/uploads/2017/07/sigir2017access.pdf>
- Shinjuku Guide Map Around Shinjuku Station: [http://www.kanko-shinjuku.jp.e.xm.hp.transer.com/pamph/-/map\\_001.html](http://www.kanko-shinjuku.jp.e.xm.hp.transer.com/pamph/-/map_001.html)
- Railway and Subway Route Map:  
[https://www.jreast.co.jp/e/downloads/pdf/routemap\\_e.pdf](https://www.jreast.co.jp/e/downloads/pdf/routemap_e.pdf)
- Multilingual Speech Translation App (VoiceTra): <http://voicetra.nict.go.jp/en/>
- List of restaurants and search in Shinjuku area:
  - <http://www.kanko-shinjuku.jp.e.xm.hp.transer.com/spot/c001/index.html>
  - [http://www.kanko-shinjuku.jp.e.xm.hp.transer.com/gNavi\\_api.php](http://www.kanko-shinjuku.jp.e.xm.hp.transer.com/gNavi_api.php)
- TCVB information desk at the conference venue also provides city information and accept registrations for free Tokyo City Tours and free Japanese Cultural Programs for participants and their families from overseas. See details at <http://sigir.org/sigir2017/attend/tourist-information/>.

We look forward to welcoming you to the SIGIR 2017 Conference!

SIGIR 2017 Organizing Committee  
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