

Dear DS Participants,

We look forward to seeing you in person at the 2022 INFORMS Workshop on Data Science (DS) in Indianapolis next Saturday, October 15! Before your arrival, we would like to share some information about the workshop.

1. Location: DS 2022 will be held at the Indianapolis Convention Center. The breakfast, keynote, lunch, and coffee breaks are joint events with the INFORMS Data Mining & Decision Analytics (DMDA) Workshop and will take place in Wabash Ballrooms 2 & 3. The three parallel tracks of paper presentations will take place in Wabash Ballroom 1, meeting rooms 122, and 123, respectively. The awards ceremony will be held in the Wabash Ballroom 1. Please see a floor plan of the convention center here:

<https://www.icclos.com/indiana-convention-center-venue/floor-plans/level-one/>

2. Registration and Check-in: Upon arrival, please check in and pick up your badge from the INFORMS registration desk on either Friday or Saturday.

3. Program: The program of DS 2022 is now available here:

<https://blogs.ubc.ca/datascience2022/files/2022/10/DS-2022-Program-Schedule.pdf>. We recommend checking the conference website (<https://blogs.ubc.ca/datascience2022/>) for any updates to the program.

There are no proceedings for the workshop. However, all the accepted papers are available here:

<https://drive.google.com/drive/folders/1rcTKxXpf5oclTq98odBiXw4usLMjKP5P?usp=sharing>

4. Instructions for presenters:

- We kindly request that you upload your presentation slides (in PDF or PowerPoint format) to the following Dropbox folder by **11:59 pm EDT on Friday, 10/14/2022**. Please name your slides using the session number and presentation order connected by a hyphen (e.g. **3A-3.pdf**): <https://www.dropbox.com/request/00nRClyc9LE9Bs6dX62c>. Our student volunteers will load your slides to the computer at the podium before the workshop starts.
- Please familiarize yourself with the conference rooms and schedule prior to the session.
- Please arrive at your room **at least 10 minutes** prior to the start of the session and check if your slides are presenting well on the podium computer. There will be a student volunteer available in the rooms to assist with setup. Some additional suggestions to ensure a smooth setup include:
 - Bringing a USB drive in case there are any issues in the local copy on the podium computer.
 - Opening your file (especially if it is in PowerPoint format) on the podium computer and ensure that the animations work properly.
- To smooth the transition between presentations and avoid potential A/V issues during the presentation, please do not use your personal laptop.
- Please end the presentation once notified by the session chair.
- Each **full paper presentation** has 15 minutes in total – 12 minutes for the presentation and 3 minutes for questions and answers.
- Each **short paper presentation** has 8 minutes in total – 7 minutes for the presentation and 1 minutes for questions and answers.

5. Instructions for session chairs:

- **The last presenter in each session will serve as the session chair.** The student volunteer will help facilitate the sessions, but will not serve as the session chairs.
- Please arrive at your room **at least 10 minutes** prior to the start of the session and facilitate the presenters to transfer and test their slides on the podium computer.
- Please monitor time and notify the presenter of the remaining time at appropriate intervals. Start to alert the presenter when 2 minutes remain.
- Please ensure that all sessions begin and end on time. Do not hesitate to **call a hard stop when the time is up.**

6. Editorial Roundtable (invite only, private): New this year is an editorial roundtable session. The roundtables will be held after the conclusion of the short paper sessions at the end of the day. The roundtables are invite only (participating editors and authors have already been notified) and private (no public audience is allowed).

7. Social Event and Dinner (advanced RSVP required): INFORMS College on Artificial Intelligence (CAI) is generously sponsoring a social event and dinner for DS participants this year. This is a joint event with CIST 2022. It includes a visit to the [Indianapolis Motor Speedway Museum](#) (4750 W 16th St, Indianapolis, IN 46222) for drinks and hors d'oeuvres, and then a dinner at the Indianapolis Convention Center from 7:30 pm to 9:30 pm.

Due to the limited capacity of the event venue, we can only accommodate a limited number of DS participants in the social event. Advanced RSVP is required to attend the social event. All DS registrants should have received a “social event and dinner survey” for event RSVP. We will close the RSVP as soon as we reach the capacity limit. Tickets to the social event and dinner will be distributed on Saturday to participants who have successfully RSVPed in advance.

After the last paper session, we will begin loading buses outside of the convention center to travel to the Indianapolis Motor Speedway Museum. **The first group will leave by 5:15pm EDT.** The second group (only for invited attendants of the Editorial Roundtable session) will leave by 5:45 pm EDT. Around **7:00 pm EDT**, we will begin loading buses to travel from the museum to the Indianapolis Convention Center for dinner. Please make sure you bring the tickets with you and show up on time.

Please let us know if you have any questions. We look forward to seeing you soon!

Best wishes,
DS 2022 Organizing Team