

Workshop Participants,

The planning team (Beka Baquiran, Sandy Brantley, Gil Nelson, Mark O'Brien) is looking forward to the upcoming fluid-preserved invertebrate and microscopic slide imaging workshop to be held in collaboration with the Museum of Natural History at the University of Michigan September 16–19, 2013. The agenda is virtually complete and the arrangements made. Here are a few last minute details. A pdf document outlining these details is also available on the workshop wiki.

Travel. Travel, including lodging and airfare, has been arranged by Oicenth Josephs (ojosephs@FLMNH.ufl.edu), iDigBio's project assistant. Everyone should know their flight details and hotel assignment. We are using two hotels in Ann Arbor, the Michigan League (also the venue of the workshop) and the Bell Tower Hotel, a short walk away. Please contact Oicenth via the e-mail address above if you have questions. Oicenth will also distribute requirements for meal reimbursement. You do not need to keep meal receipts as reimbursement is based on Florida's state reimbursement rates.

Wiki. We will be using a wiki to support the workshop. All workshop documentation will be stored there, including logistics information. Navigate to it at https://www.idigbio.org/wiki/index.php/Fluid_Preserved_Invertebrate_Imaging. I have asked all speakers to provide me a copy of their presentation for conversion to pdf and upload to the wiki. Presentations can be sent any time, including after you arrive. However, some folks enjoy following along as a presentation is given, so the earlier speakers can provide me their PowerPoints, the better.

Agenda. A pdf copy of the agenda is found on the wiki. It is essentially complete. Feel free to review it.

Sample images. Don't forget, if you have images you'd like to post on the wiki for review or discussion at the workshop, send them along and I'll put them up. Smaller jpg files are best (less than 48 mb), but you can send larger ones, if you like.

Adobe Connect. The workshop will be broadcast via Adobe Connect at <https://idigbio.adobeconnect.com/invertimaging>. Adobe Connect requires no special software outside of a browser. Attendees can follow along via their laptops. Please let your colleagues know about this opportunity. There are no restrictions to logging in and monitoring the workshop, and a chat box will be available for remote attendees to ask questions or make comments. A few of our presentations will be from remote attendees who will be using Adobe Connect.

Laptop. Please bring your laptop. Wireless connectivity will be available and virtually all materials will be accessible only through the wiki.

Collaborative Notes. We will provide two collaborative notes documents accessible through the wiki, one for each day. These documents allow all participants to take notes and make comments, all for the community good. Collaborative notes documents remain available on the wiki as archives and have become a popular part of iDigBio's workshops.

Participant List. I have posted the participant list in a Google spreadsheet, available at: <http://tinyurl.com/invert-imaging-attendees>. Feel free to visit it and make any corrections. It should be editable by anyone with the link. All folks on this list will also be included on iDigBio's digitization listserv to facilitate digitization-related communications following the workshop. You may unsubscribe if you don't find the listserv useful.

Speakers. Did I mention not to forget to send me your presentations at your earliest convenience?

In the meantime, if you need to contact me either before or after your arrival in Ann Arbor, my cell is 850-766-2649. Feel free to call.

Best,

Gil