Notes from Nature/Integrated Digitized Biocollections (iDigBio) Hackathon to Further Enable Public Participation in the Online Transcription of Biodiversity Specimen Labels
Hackathon Logistics
December 16–20, 2013
Hosted by the National Resource (Home Uniting Biocollections, or HUB, at the University of Florida and Florida State University) for Advancing Digitization of Biodiversity Collections (ADBC)

Contact for Questions or Problems
If you encounter logistical issues prior to or upon your arrival in Gainesville and require assistance, we encourage you to contact Project Assistant Cathy Bester at 352-294-1949 or IT Expert Kevin Love at 352-294-1924.

Travel to Gainesville, FL
Your travel arrangements have been coordinated and finalized by Jesse Grosso and/or Cathy Bester; you should have already received all travel details in a separate email. If you have any remaining travel questions, please contact Cathy at cbester@flmnh.ufl.edu .

Shuttle from Gainesville Airport to the Hotel
The Holiday Inn will provide shuttle service from the Gainesville airport to the hotel. When you reach the Gainesville airport, if the shuttle is not already onsite, call the Holiday Inn at 352-376-1661 to request a shuttle pick-up. If the shuttle is unavailable, Bestway Cab is a local taxi service and they may be reached at 352-367-8222. Retain taxi receipts for reimbursement.

Hotel and Hackathon Locations
Hotel Address:
Holiday Inn University Center
1250 W. University Avenue
Gainesville, Florida 32601
Hotel Phone Number: 352-376-1661

Hackathon Address:
105 NW 16th Street, Gainesville, FL 32603 (3rd Floor, Main Conference Room)
The distance is 1/3 mile from the Hotel to the hackathon location. A walking map is provided on page 2 of this document.

Hotel Check-in
A block of rooms have been reserved for hackathon participants, and participant names have been provided to the hotel. Please notify the hotel that you are part of the iDigBio Hackathon upon check-in to verify that you are receiving a room from this block. Your confirmation number will be provided to you in an email, and this should speed up the check-in process. Hotel information may be obtained from the following website: http://www.theuniversityhotel.com/index.html

Hackathon Check-in
Hackathon materials (including a printed agenda and name tag) will be distributed as participants arrive at the hackathon location on December 16 (or later, if that is your arrangement). Power for laptops and University wireless access will be provided for all participants. Please plan to arrive by 8:30 am on the December 16 (or 17, if you are arriving late on the 16th) for check-in and wireless set-up to enable a prompt start time at 9:00 am on those days. We will start at 8:30 am on other days.

Meals and Other Related Activities

There will be an excursion to the Florida Museum of Natural History on December 18 from 2:45–5:15 pm. A shuttle will be available to you departing from the site of the hackathon at 2:45 pm and leaving from the museum at 5:15 pm to take you back to the hotel.

Lunch will be provided at the hackathon location on December 16 (noon–1:00 pm) and December 17 (noon–1:00 pm). Vegetarian options will be available. Breakfasts and dinners will be "on your own" (we will informally coordinate dinners on some evenings). A per diem will be paid for all meals not included as hackathon functions (see Reimbursement Procedures below); there is no need to retain receipts for these per diem meals. Beef O'Brady's, located within the Holiday Inn University Center, opens each day at 7:30 am for breakfast. There are a number of other restaurants within the immediate vicinity of the hotel and the hackathon location for breakfast, lunch, and dinner (some are provided at http://goo.gl/maps/CN0tP).

Shuttle to the Gainesville Airport

During your stay at the Holiday Inn University Center, schedule the shuttle for your return to the airport at the front desk.

Reimbursement Procedures

Any meals not provided as hackathon functions will be reimbursed at the state per diem rate (Breakfast $6, Lunch $11, Dinner $19); no receipts are needed. Taxi fares, parking fees, and baggage fees may qualify for reimbursement; please retain your original receipts. Project Assistant Cathy Bester will send out an email to hackathon participants with details on reimbursement procedures during the week following the hackathon.

If you have any questions, please contact Cathy at 352-294-1949.

Walking Map from the Holiday Inn to the 105 Classroom Building (Workshop Location):