



SSIEM2024
Annual Symposium
03-06 September
Porto, Portugal

PARTICIPANT GUIDE

Welcome to SSIEM 2024!

To assist you throughout the Symposium, we have put together some helpful information.
Travel Information

If you are arriving in Porto by plane, the airport will be Francisco Sá Carneiro Airport.
You can find more information through this [link](#).

If you are arriving in Porto by train, the nearest stations are São Bento and Campanhã

Meeting Venue and Arrival

Rosa Mota Pavilion
Jardins do Palácio de Cristal,
R. de Dom Manuel II,
4050-346 Porto

Here is a [link](#) to google maps so you can check it out.

Upon arrival, please use the main entrance, where you will find signage for the Symposium

Traveling in Porto during SSIEM 2024

Use Moovit, a popular App for public transport



Symposium Programme

The program is available on the [website](#) in both PDF and web versions. It can also be accessed through the mobile app. You will find a printed version in your delegate bag.

The **Symposium Book of Abstracts** is also available online on the website: [SSIEM 2024 Book of Abstracts](#).

Lecture Halls

All sessions will be held at the Rosa Mota Pavilion, on September 3 – September 6.
Please take note of direction signage for halls.



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We kindly ask you to turn off or silence your cellphone before entering the lecture hall.

Name Tag

Participants, as well as exhibitors, are requested to wear their name tags at all times. Name tag is required to enter lecture halls, the exhibition, and all other social events.

Language

The official language of the Symposium is English. There will be no translation available.

Symposium Secretariat Schedule

Monday, 02 September 2024 - 08:00 - 19:00
Tuesday, 03 September 2024 - 08:00 - 19:00
Wednesday, 04 September 2024 - 08:00 - 19:00
Thursday, 05 September 2024 - 08:00 - 19:00
Friday, 06 September 2024 - 08:00 - 15:00

Presentation Upload for Speakers:

To reach the Speakers' Ready Room, enter through Door 1 and go down the stairs. It is located on Floor -1; follow the signs for guidance.

Coffee Breaks and Lunches

Coffee breaks and Lunches will be served in the exhibition dome and at the doors 6 and 7, during the symposium break hours. Please follow the signs and check the programme for times.

Internet

A free internet connection will be available at the symposium for all registered participants.

WIFI Access:

User: SSIEM2024
Password: ssiem2024



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Speakers & Session Chairs

Presentations should be prepared on Microsoft PowerPoint 16:9 ratio and should be submitted to the technician in the Speakers' Ready Room up to 2 hours prior to the beginning of your session on a disk-on-key (USB stick).

Early morning session presenters are requested to bring their PowerPoint presentation to the technician in the Speakers' Ready Room the day before (if that is not possible, please bring it 30 min before the session starts)

Important note for MAC users: In order to use MAC presentations on a PC compatible computer, please note the following instructions while preparing your presentation prior to uploading in the lecture hall to avoid last minute problems of incompatibility:

- Please note that the symposium has no support for MAC presentations and, therefore, we ask speakers to convert their presentation to PowerPoint and test it on a PC computer before arriving to the Meeting.
- Use a common font, such as Arial, Times New Roman, Verdana etc. (special fonts might be changed to a default font on a PowerPoint based PC).
- Insert pictures as JPG files (and not TIF, PNG or PICT – these images will not be visible on a PowerPoint based PC).
- Use a common movie format, such as AVI, MPG and WMV (MOV files from QuickTime will not be visible on a PowerPoint based PC).
- Please bring your MAC computer and adaptors with you as backup. Personal computers will be used, in rare cases.

Posters

Posters display will be held at the Poster Room Hall from September 3, during session hours.

Poster boards are numbered. Please use the poster board with your presentation number as listed in the programme book. Poster presenters are requested to stand by their poster during the **Poster Walk on Wednesday, 04 September 18:15 - 20:15** to answer questions.

Mounting Material: Posters will be mounted to the boards with double-sided tape provided by the Secretariat.

Authors are responsible for setting up their posters at the beginning of the symposium and removing them at the end, once the last lectures have finished.

Please note that the meeting secretariat is not responsible for posters that have not been removed or collected by the end of the meeting.

Exhibition

The industry exhibition will take place in conjunction with the Symposium in the Rosa Mota Pavilion Exhibition dome.

Exhibition Opening Hours

Tuesday, 03 September | 12:00 - 19:00



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Wednesday, 04 September | 09:00-19:00

Thursday, 05 September | 08:30-15:30

Friday, 06 September | 08:30-12:00

Satellite Symposia

Be sure to visit industry at their Satellite Symposia sessions, for further details and session program [click here](#).

SSIEM 2024 App

You can search for SSIEM App in the Apple or Google Play Stores.

Once you have installed the SSIEM App, you can access by clicking on the top tile. After downloading the app, do not forget to enable push notifications to stay up-to-date on the latest news!

If you encounter any difficulties, don't worry; a technician will be on-site to assist you.

HOW TO DOWNLOAD:

The easiest way to download the mobile app is to scan this code:



Social Events

Welcome Reception

Tuesday, 03 September | 18:30 - 21:00 | Jardins do Palácio de Cristal (Rosa Mota Pavilion)

Poster Walk (Wine & Cheese)

Tuesday, 04 September | 18:15 - 20:15 | Poster Room

Networking Activities

All activities will take place on Thursday 5th September 2024

Pre-registration required.

Departure point: Rosa Mota Pavilion, door 7; Return to Rosa Mota Pavilion

Dress code: Comfortable shoes, sunscreen and hat.

Networking Evening

Thursday, 05 September | 19:30 - 23:45 | Alfândega do Porto



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EACCME® CME Certification

The Annual Symposium of the Society for the Study of Inborn Errors of Metabolism, Porto, Portugal 03/09/2024 - 06/09/2024, has been accredited by the European Accreditation Council for Continuing Medical Education (EACCME®) with 15.5 European CME credits (ECMEC®s). Each medical specialist should claim only those hours of credit that he/she actually spent in the educational activity."

"Through an agreement between the Union Européenne des Médecins Spécialistes and the American Medical Association, physicians may convert EACCME® credits to an equivalent number of AMA PRA Category 1 Credits™. Information on the process to convert EACCME® credit to AMA credit can be found at <https://edhub.ama-assn.org/pages/applications>.

"Live educational activities, occurring outside of Canada, recognised by the UEMS-EACCME® for ECMEC®s are deemed to be Accredited Group Learning Activities (Section 1) as defined by the Maintenance of Certification Program of the Royal College of Physicians and Surgeons of Canada."

Dress Code

Dress code throughout the symposium is smart casual. The end of August is still summer in Portugal, temperatures are between 14-27 Celsius (70 – 86).

No rain is expected. Along with avoiding excessive exposure to the sun, visitors are recommended to wear protective head coverings and use sun blocks.

Light jacket is recommended for the evenings.

Important contacts

Our team is available to assist you through the following contacts.

Secretariat & Registration + 351 919 275 913

Accommodation & Tourism Services + 351 913 712 157/ + 351 913 712 250

Exhibitions + 351 913 780 451

E-mail: ssiem2024@leading.pt

We wish you an excellent symposium and a pleasant stay in the city of Porto.

SSIEM 2024 Symposium Secretariat

Leading. PEOPLE
CONNECTED

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