



Resources for First Time Attendees of the American Chemical Society (ACS) National Conference from the Chemical Information Division (CINF)

Welcome to the ACS CINF conference. If this is your first time attending, please read this document for tips and tricks to get the most out of this conference. Provided to you by the ACS CINF Careers Committee (August 2017)

The Basics - Goods tips from [ALA New Members Round Table \(NMRT\)](#)

Wear your nametag to meetings, social events, and on the conference shuttles but not on the street. Carry snacks and drinks.

Use the maps provided in the conference program to locate conference hotels and to navigate the convention center and exhibit floor.

Take advantage of the [free conference shuttles](#) to travel between events.

Explore your interests and learn something new. Take notes during or just after sessions while the content is still fresh in your mind.

Meet people. Avoid listening to music, texting, etc., when you could be networking.

Plan your ACS CINF Conference

General Meeting information including Registration and Housing information can be found at the ACS website at <http://www.acs.org/content/acs/en/meetings/nationalmeetings/meetings.html>
There is a link to the technical program and with this website you can click on Program by Division and scroll down to CINF offerings.

C&E News has preliminary details about the general conference and technical program for DC 2017 at <http://cen.acs.org/content/dam/cen/static/pdfs/09531-meetings.pdf>

If you like to plan ahead, the Call for Papers gives a good overview of the upcoming CINF meeting <https://www.acs.org/content/acs/en/meetings/how-to-submit-an-abstract.html>

Chemical Information Bulletin (CIB) Link: <http://bulletin.acscinf.org/> - usually contains abstracts and lists of social events prior to conference for CINF and summary of the program after the event.

The ACS CINF website at <http://www.acscinf.org/> is a little out of date (as of 8/3/17) but is a good source of names and contact information for officers and historical data. A major update is planned soon.

Updated by the CINF Careers Committee August 2017



A Sunday reception and Tuesday luncheon are commonly offered. You need a ticket for the lunch that can be purchased during registration or from the chair at the conference (limited). Information about these events is often shared via the CHMINF-L listserv. To subscribe, go to <https://list.indiana.edu/sympa/subscribe/chminf-l>

Herman Skolnik Award Symposium usually happens once a year, often in the fall.

Funding

- Ask ahead of time how you need to do reimbursements.
- Some awards can help offset travel costs. <http://www.acscinf.org/content/awards>
- <https://www.acs.org/content/acs/en/funding-and-awards/awards/other/travel.html>
- ACS Publications is currently offering ACS Publications [travel grants](#) to librarians and students.

Where to Stay

- Housing - Close or near public transportation and cheap - share rooms if possible. How to find people to share with? Ask on the CINF mailing list.
- [Airbnb](#) is a great option.
- Book your room as soon as possible, especially if you want/need a room at a specific hotel.

Packing

- Check the local weather at that time of year and pack appropriate professional clothing
- Prepack plenty of business cards but also have some in your carry on just in case your luggage gets lost. Remember there is no such thing as too many business cards!
- Pack comfortable shoes. You will probably do LOTS of walking.

Registration

- Remember to register to attend the ACS CINF Lunch for a small charge.

Technical Program & Networking

- Download the [technical program app](#) to build your schedule, take notes, connect your conference experience with social media and more! The app is available on the App Store, Android, and other app stores.
- Share your conference experience and connect with other conference attendees with via social media. Use the hashtag **#ACSDC** for the Washington DC meeting.
- Follow [@ACSNatIMtg](#) and [@AmerChemSociety](#) on Twitter to keep up to date with conference events and attendees.
- Note multiple programs and events you would like to go to even if they overlap so that you can adapt your schedule as opportunities arise (group conversations, consultations, etc.)
- Make sure to attend receptions, lunches, and dinners as you are able for invaluable networking with your peers.
- Often people make lunch and dinner appointments during breaks in the technical programs.



- Put the schedule in your calendar with locations - even if you don't know exactly where they are. Keep in mind the time differences if needed.
- Look to see if anyone from your organization is presenting or if there is an alumni reception.
- If you are wanting to get involved in Divisional planning or just learn what is happening there are often some open meetings the day before (Saturday).
- The presidential events are usually wonderful if you can fit them in.
- Also check other divisional programming: Chemical Education Division, Chemical Toxicology, Chemistry and the Law, Computers in Chemistry, Professional Relations
- It is nice to give yourself some time for sightseeing, see family, eat somewhere special.

Exhibit Hall

- Make time for the exhibit hall. Check to see which companies and organizations are exhibiting. The hall is very large so you need to be strategic. What do you want to learn? You can always ask "what's new?" You can find out more about the exposition from the app or the "[Exposition](#)" link from
- For DC there is a virtual exhibit explorer at [ACS Exposition & Career Fair Floor Plan](#)
- Major exhibitors like ACS Publications, Chemical Abstracts Service, Elsevier and Wiley often have demonstrations or little programs within the exhibit hall, showing off new products.
- If you are new, it is great to walk the exhibit hall with a CINF buddy that you met at the Sunday Reception because they can introduce you to people and discuss current trends and concerns.

After the Conference

Follow up with people that you met within 1-2 weeks of the conference who you would like to keep in contact with and remind them how you met. Conferences can be overwhelming and it can be hard to remember everyone's name and how you know them.

For more information:

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