

25 June 2009

Dear Delegate

A warm welcome to COMET 2009 in Cardiff. This letter is an attempt to keep announcement of house-keeping matters during sessions to a minimum. So, please read on at your earliest possible convenience.

Finding places

There are two main locations (see page vi of this booklet for a site plan): The Humanities Building and Extension where all presentations (individual oral/poster sessions, colloquia and workshops) will take place; and the Julian Hodge Resource Centre (JHRC), which is just across the car park, where the plenary sessions and the Cardiff Lecture will be held.

Abstracts and Programme Book

We have integrated the programme and the abstracts into one book, which also has blank pages for notes.

Help Desk and Notice Boards

There are several notice boards placed near the two help desks, which will be in the Humanities Building Refectory. Please look for specific notice boards (COMET 2009 Conference updates, personal messages board etc).

Programme Update

It is possible that after we went into press, there may have been some last minute changes and cancellations. We will make necessary announcements during plenary sessions and on the notice board at the registration desk.

Conference Dinner

The Conference Dinner takes place on Friday evening at the luxurious St David's Hotel, in Cardiff Bay, overlooking the waterfront. The dinner will cost £40 and includes a three-course meal with wine and transport to and from the Conference venue. Details of the dinner will be included in the dinner ticket which is available to those who have confirmed attendance.

Technical support for all presenters

Most of you have already confirmed with us your audio-visual and technical requirements. Please check and let us know at the help desk if we haven't got your needs listed. It is vital for the smooth running of sessions that the equipment is in place. If you did not respond before, this is your last chance to let us know what your needs are. Although we will try our best to help, it may not be possible to meet all requests at such short notice.

If you are using PowerPoint, and have not yet sent your electronic file to Dean Burnett, please make sure that we have your presentation file at least 4 hours before your presentation time.

Poster presentations

Posters will be on display throughout the conference in rooms 0.32 and 0.33 in the Humanities building.

If you are a poster presenter, please make sure that your poster is mounted before the start of the conference. You have been allocated a space (with your name and abstract pinned to the board). You can obtain velcro adhesive stickers from the registration desk. Please do not use any pins or other material. The area is open from 10am onwards on Thursday, 25 June. Note that you will need to be at your poster on Friday (between 2.15pm and 3.00pm) when no other parallel sessions have been scheduled.

Chairing of sessions

Presenters are responsible for chairing each other's sessions in a given block and they are responsible for tight time-keeping. A folder with necessary instructions is available in each room. Please do not remove the folder.

Meals

All meals will be served in the Humanities Building Refectory. The Thursday evening buffet reception will be held at Aberconway Refectory, which is accessed via the Julian Hodge Resource Centre (JHRC).

Tea/coffee breaks

The morning and afternoon refreshments will be served in the Humanities Refectory on the ground floor of the Humanities (Extension) Building.

IT facilities

Internet facilities are available in Rooms 0.44 and 0.46 (Humanities Extension) from 8.00am onwards (Thursday, Friday and Saturday).

Drinks reception

The drinks reception, sponsored by Equinox Publishing, is on Thursday at 6.00pm in the foyer of the Julian Hodge Resource Centre (JHRC).

Publication opportunities

All paper and poster presenters are encouraged to submit their contributions for consideration to the journal, *Communication & Medicine*. The deadline for submission is **30 September 2009**. Plans are underway to introduce a designated issue of the

journal, beginning 2010, comprising the COMET presentations. If the plan goes well, the first such designated issue will appear in June 2010 to coincide with the next COMET conference being hosted in Boston, USA. All submissions will go through the routine peer review system. For more details on submission guidelines, visit (<http://www.equinoxjournals.com/ojs/index.php/CAM>). Please direct all other queries to (commed@cardiff.ac.uk).

Feedback forms

Please take a moment to fill in the feedback forms. Your response will help us to plan future COMET conferences.

Useful telephone numbers

COMET queries (Wendy Lewis):	029-2087-4504
National rail enquiries:	08457-484950
National Express Coaches:	0871-7818181
Here are some local taxi numbers:	
Premier:	029-2055-5555
Dragon:	029-2033-3333
Capital Cabs:	029-2077-7777

Have an enjoyable conference!

The COMET Conference Committee

Organising Committee:	Srikant Sarangi, Wendy Lewis, Aileen Doyle, Marie-Jet Bekkers, Lucy Brookes-Howell, Ben Saunders
International Committee:	Srikant Sarangi, Christopher N. Candlin, Paul Crawford, Peter J. Schulz
Technical Support Team:	Dean Burnett, Nathan Heslop, Rob Thomas

Sponsorship

Equinox Publishing

Acknowledgements

We would like to express our gratitude to the following people who formed the international reviewing panel for all submissions:

Barbara Bokhour (Boston University School of Public Health, USA)
Michael Brannigan (The College of Saint Rose, Albany, New York, USA)
Christopher N. Candlin (Department of Linguistics, Macquarie University, Australia)
Sally Candlin (Department of Linguistics, Macquarie University, Australia)
Angus Clarke (Institute of Medical Genetics, Cardiff University, UK)
Paul Crawford (Faculty of Medicine & Health Sciences, University of Nottingham, UK)
Richard M. Frankel (Indiana University School of Medicine, USA)
Rick Iedema (University of Technology Sydney, Australia)
Lauris Kaldjian (University of Iowa Carver College of Medicine, USA)
Claire Penn (University of Witwatersrand, Johannesburg, South Africa)
Srikant Sarangi (Health Communication Research Centre, Cardiff University, UK)
Peter J. Schulz (Institute of Communication and Health, University of Lugano, Switzerland)

Conference Site Map

