

# Know Before You Go

## Welcome to the WSSFN 2024 Congress!

**Where is the venue? How to pick up your badge?  
Find out general information about the WSSFN 2024  
Congress on this page.**

WSSFN 2024 is planned as an in-person Congress to be held in Chicago, USA from 3-6 September 2024. Sessions will be held onsite and will not be recorded. Swissotel Chicago

323 E Wacker Dr

Chicago, IL 60601, United States

<https://www.swissotel.com/hotels/chicago/>

Date	Registration Hours	Exhibition Hours	Speaker Ready Room	Cloakroom
Sept 3 (Tue)	07:00 – 18:45	17:30 – end of Networking Reception	07:00 – 18:15	07:00 -20:00
Sept 4 (Wed)	06:30 – 17:30	10:00 – 19:30	06:30 – 18:00	06:15 – 20:15
Sept 5 (Thu)	06:30 – 17:30	10:30 – 17:00	06:30 – 17:30	06:15 – 18:15
Sept 6 (Fri)	06:30 – 18:30	10:00 – 17:30	06:30 – 18:30	06:15 – 19:15

The official language of the WSSFN 2024 Congress is English. September is one of the best months to visit Chicago as the days are warm and the weather mild. The average temperature is 16-24°C (60-75°F). In the evenings it may be chilly, so prepare a light jacket to take with you. Participants are advised to wear business casual for all

Congress functions. The official currency of the United States is the US Dollar (\$).

You can compare your local currency to USD [here](#). Wi-Fi connection will be available throughout the venue for congress participants. Please be aware that public Wi-Fi capacity is limited and therefore available for email and web browsing activity

Network name: **WSSFN2024**

Password: **wssfn2024FACULTY REGISTRATION DESK**

The following attendees are kindly requested to visit the Faculty Registration Desk to collect their badges: WSSFN Board members, WSSFN 2024 Scientific Program Committee members, and invited speakers in scientific sessions. All other delegates including abstract presenters are kindly requested to follow the prepaid registration procedures below. Thank you for your cooperation!

## **PREPAID REGISTRATION**

- A confirmation letter with a barcode will be sent to all non-faculty participants about a week before the start of the meeting.
- You can scan the barcode directly from your phone or print and scan it to collect your badge from the prepaid registration stations located in the Registration Area at Swissotel Chicago.
- If you cannot locate your confirmation letter and barcode, do not worry, you will still be able to use the self-service machines by typing your full name into the machine. Hostesses will be in the Registration Area to assist you.

## **BADGES**

Upon registration, you will receive your name badge. You are kindly requested to wear your badge during all Congress sessions and events.

## INSTRUCTIONS FOR PRESENTERS

- [Instructions for Oral Presenters](#)
- [Instructions for E-poster Presenters](#)

Enhance your experience by using the official WSSFN 2024 mobile application! Features of the app:

- View sessions, speakers, exhibitors and supporters
- Create your own schedule by bookmarking the sessions you wish to attend
- Read abstracts and view E-Posters
- Give feedback and interact with other participants
- Receive real-time updates and find all important details about WSSFN 2024 with the tap of a finger
- ***Find all workshop and event tickets you've purchased in advance under the "E-Tickets" tab*** and present the e-ticket to the onsite attendants when asked.

Download the WSSFN 2024 official application by [clicking here](#) or by scanning the QR code below. You can also search for **Kenes Congresses** on the App Store or Google Play, and insert the event code **WSSFN2024** after installing.

***\*Please note:*** *The WSSFN 2024 mobile application is accessible only to registered attendees. Login credentials will be sent to all delegates about a week before the Congress.* **ABSTRACTS**

All abstracts presented during the Congress are available on the Congress website and via the Congress app. All presented abstracts are also published in an online supplement of the journal *Stereotactic and Functional Neurosurgery*. A link to the journal will be published via the Congress website.

## PROGRAM

Please find below quick access links to the WSSFN 2024 program, speaker details and more.

- [Interactive Program](#)

- [Meet the Faculty](#)
- [Keynote Lecture](#)
- [Plenary Sessions](#)

## **CME INFORMATION**

Review the WSSFN 2024 Congress CME information and find out how to receive your CME certificate via the [CME Information](#) page.

- **Tuesday, September 3, 2024, 18:15**
- **Exhibition Area**
- **Free to all registered participants.**

You are kindly invited to the WSSFN 2024 Welcome Reception in the Exhibition area, a chance to meet with your friends and colleagues in a relaxed environment.

## **NETWORKING DINNER**

- **Thursday, September 5, 2024, 18:30**
- **Offshore Rooftop**
- **This is a ticketed event – 85 USD per ticket**

We are pleased to invite you to our WSSFN 2024 Networking Dinner. The privileged location of the **Offshore Rooftop** provides the perfect setting for a relaxed social evening. Join the WSSFN community for a night of networking with colleagues from across the globe, with the stunning view of Chicago in the background.

Registration for the Networking Dinner is required. Tickets are still available, please approach the Registration Desk to purchase a ticket. We encourage foreign participants to apply for their visas as early as possible, we are recommending to do so at least three to four months before the Conference. Some consulates may have backlogs in scheduling visa interviews. Therefore, applicants should first consult the

U.S. Department of State's [visa appointment and processing wait times website](#).

Further information on business visas can be found at the [U.S. Department of State Business Visa Center website](#) and the [IV0 website](#) – the National Academies International Visitors Office (IV0). The International Visitors Office assists international students, scholars, and other travelers who are coming to the United States for scientific purposes. The IV0 additionally provides resources to the broader scientific community on visa interview preparation, travel to the United States, and international conference organizing.

## **VISA INVITATION LETTER**

An official personalized letter of invitation can be provided to registered participants as part of the registration procedure. This invitation is prepared solely for the purpose of visa applications and does not constitute a commitment on the part of the organizers to provide any financial support or confirmation of inclusion in the scientific programme.

Invitation letters can be provided electronically (PDF) if required after the registration process is completed. Already registered participants can find the link for this visa letter portal in their registration confirmation email. For further information please [contact us](#). All event activities (including educational sessions, meal functions, exhibit hall, etc.) are exclusively reserved for registered attendees. Non-registered guests (including children, family members, colleagues, etc.) are not allowed in any of the event areas. Badges provided at registration are required for entrance into all functions and will be strictly enforced. Please do not leave bags or suitcases unattended at any time, whether inside or outside the session halls. Hotels strongly recommend that you use their safety deposit boxes for your valuables.

The Congress Secretariat and Organizers cannot accept liability for personal accidents or loss of or damage to the private property of participants. Participants are advised to take out their own personal travel and health insurance for their trip. If you have any questions, please be sure to check out our Frequently Asked Questions or send us an email via the [Contact Us](#) form.

## CONGRESS ORGANIZERS



### **Kenes Group**

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