



The guide for a smooth 3GPP WGs November 2022 in Toulouse

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The purpose of this guide

- The goal of this guide is to describe the architecture of this event:
36 meeting rooms split in **15 3GPP WGs** in **one place**.
- This guide is dedicated to the 3GPP Delegates, Chairs.
- This guide is designed by MCC and some Actors.
- Let's zoom on the logistics to make your daily life in Toulouse much easier!

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Welcome to Toulouse

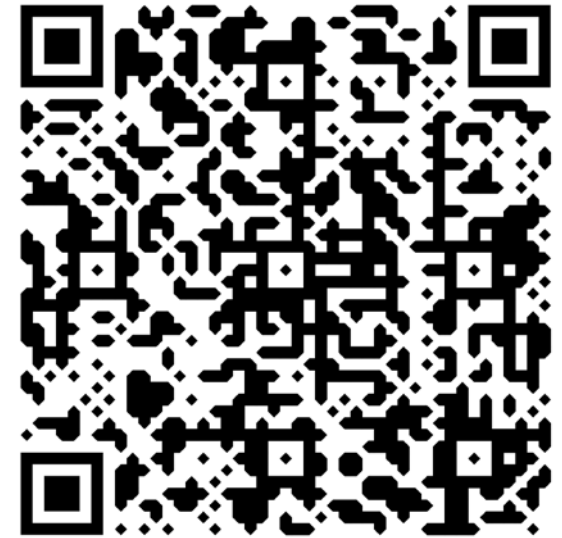


Toulouse

- 🌿 4th largest city in France
- 🌿 Nickname="la ville rose" ("the pink city"), from the colour of the terracotta bricks used throughout the city.
- 🌿 Several UNESCO World Heritage Sites:
 - Canal du Midi
 - Basilica of Saint Sernin, largest Romanesque building in Europe
- 🌿 Home to several companies in the aerospace industry



Find more
information on Toulouse
in [Toulouse magazine](#)





It is so French...

- Smoking in France is only allowed outside
- EU power plug: If you do not have a power plug, you can get one at airport shops.
- If you are driving in Toulouse, please be indulgent with the French Drivers!
- Opening hours of shops: 10:00-19:00



Sponsors

EF3

NAF3



toulouse
métropole



Free transport pass



Transport pass

- ✈️ Transport passes will be offered to delegates free of charge:
 - courtesy of Toulouse Métropole
 - free public transport during the event (tram, subway, bus, airport shuttle)



How to get your transport pass?

Delegates travelling by plane can retrieve passes at a booth after luggage claim: **exit 4 Hall D (international exit)**. If your exit is national e.g. number 2 there will be a sign to direct you to exit 4.

Registration to your WGs is mandatory: You will get your free transport pass **ONLY IF YOU ARE REGISTERED BY THURSDAY 10 NOVEMBER.** The staff at the airport does not know you, therefore they will only give the pass to a person who is on the participant list of your WG that you will attend during the week.

Opening hours = Sunday 08am to 8pm



How to get your transport pass?

Passes will also be available at the hospitality desk of the MEETT from Monday morning.

- **Again, only for Delegates registered!**

Passes will be given in person.



Team on site and helpers

The Toulouse Support Team

Support staff will be available to assist you at the hospitality desk during meeting hours.



Emmanuelle Wurffel



Elisabetta Comin



Christophe Volnay



Jean-Luc Freisse



Mathieu Mangion

[3gppMeetingSupport Teams Chat](#) (For the Officials)

In case of emergency (not related to the meeting), dial 112!



MEETT opening/closing time
07:30-19:30



Do not come on Sunday,
the MEETT will be closed!
(neither on Saturday!)

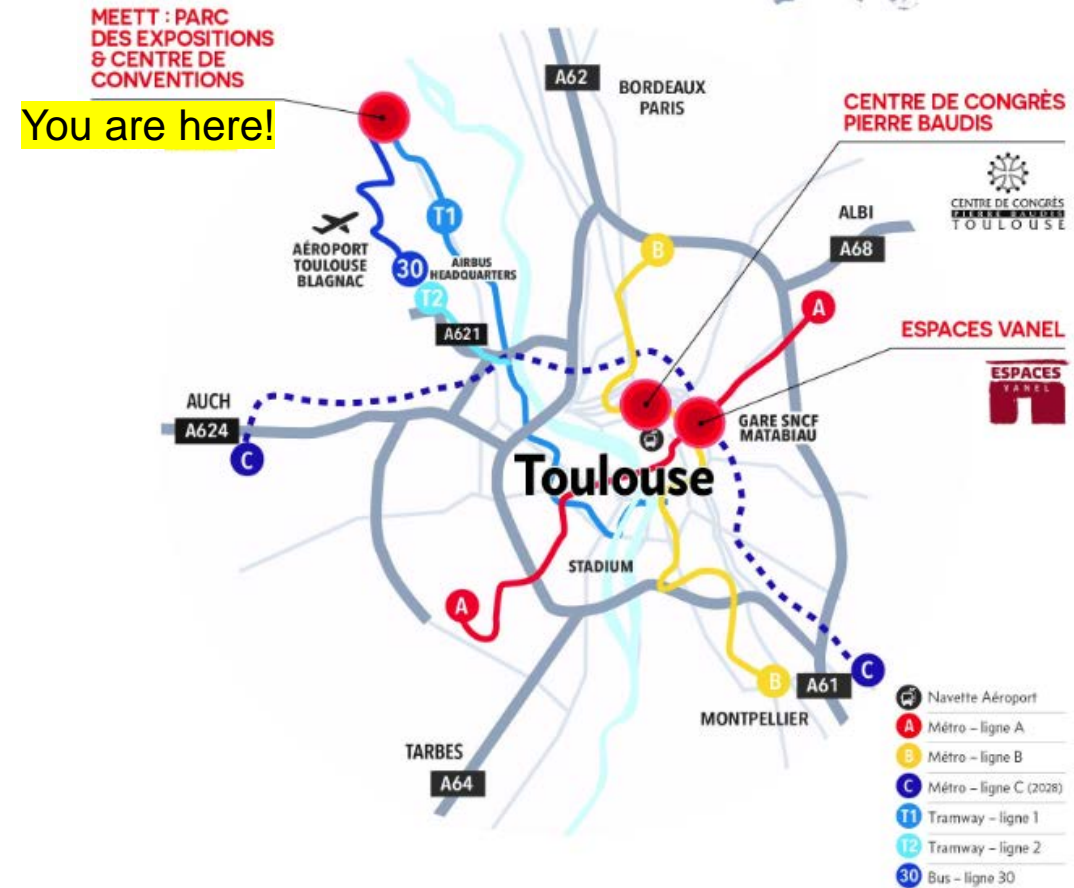


How to reach the MEETT?

General map

Public transports route
calculator:

<https://www.tisseo.fr/en>





Coming to MEETT by tram

- MEETT is on tram line T1
- Stop: "Station MEETT"
- Timetable: https://www.tisseo.fr/sites/default/files/fh/Tisseo_ligne_T1web.pdf
- Free of charge using transport pass, single ticket: 1.70 euros otherwise
- From downtown Toulouse: subway (A line to "Arênes" stop or B line to "Palais de justice"), then tram (T1 line) to MEETT, 45-60 minutes



Coming to MEETT by bus

- MEETT is on bus line 30 (Airport-MEETT)
- Stop: "MEETT Beauzelle"
- Timetable: https://www.tisseo.fr/sites/default/files/fh/Tisseo_ligne_30web.pdf
- Free of charge using transport pass, single ticket: 1.70-2 euros otherwise
- From airport: bus (line 30) to "MEETT Beauzelle", 15-20 minutes depending on traffic



Coming to the MEETT by coach?

- There will be no private coaches.
- Why did we not sponsor private coaches?
 - The hotel booking platform was not used much: only 400 rooms booked from a total of 2000.
 - Therefore, we had no visibility for organizing the pick-up.
- But you can organise/book your own bus:
 - 8 seats = 165€, 20 seats = 275€, 40-50 seats = 385€ tax included (price per ride)
 - Please contact **veronique@duclos.travel**

Taxis



 <https://www.capitole-taxi.com/>

 Uber

 Bolt

Drop off / pick up address is MEETT tram / bus station



Coming to the MEETT by car

- Address: MEETT, Concorde Avenue, 31840 Aussonne (follow "parking" signs)
- Parking lot capacity of 3000 spots (price list on next slide)
- 25-40 minutes from downtown Toulouse, depending on traffic

Car park at the MEETT

Année :	2022	
Durée Stationnement	Tarif HT	Tarif TTC
1 h	2,06 €	2,47 €
2 h	2,74 €	3,29 €
3 h	3,44 €	4,13 €
4 h	4,16 €	4,99 €
5 h	4,90 €	5,88 €
6 h	5,67 €	6,80 €
7 h	6,46 €	7,75 €
8 h	7,27 €	8,72 €
9 h	8,11 €	9,73 €
10 h	8,97 €	10,76 €
11 h	9,85 €	11,82 €
12 h	10,77 €	12,92 €
13 h	11,71 €	14,05 €
14 h	12,68 €	15,21 €
15 h	13,68 €	16,41 €
16 h	14,70 €	17,64 €
17 h	15,76 €	18,92 €
18 h	16,85 €	20,22 €
19 h	17,98 €	21,57 €
20 h	19,13 €	22,96 €
21 h	20,33 €	24,39 €
22 h	21,55 €	25,87 €
23 h	22,82 €	27,38 €
24 h	24,12 €	28,95 €

- ☞ You can pay the parking at the exit gate (credit card)
- ☞ Here is the price list



What should you expect when you arrive at the main gate?

The MEET



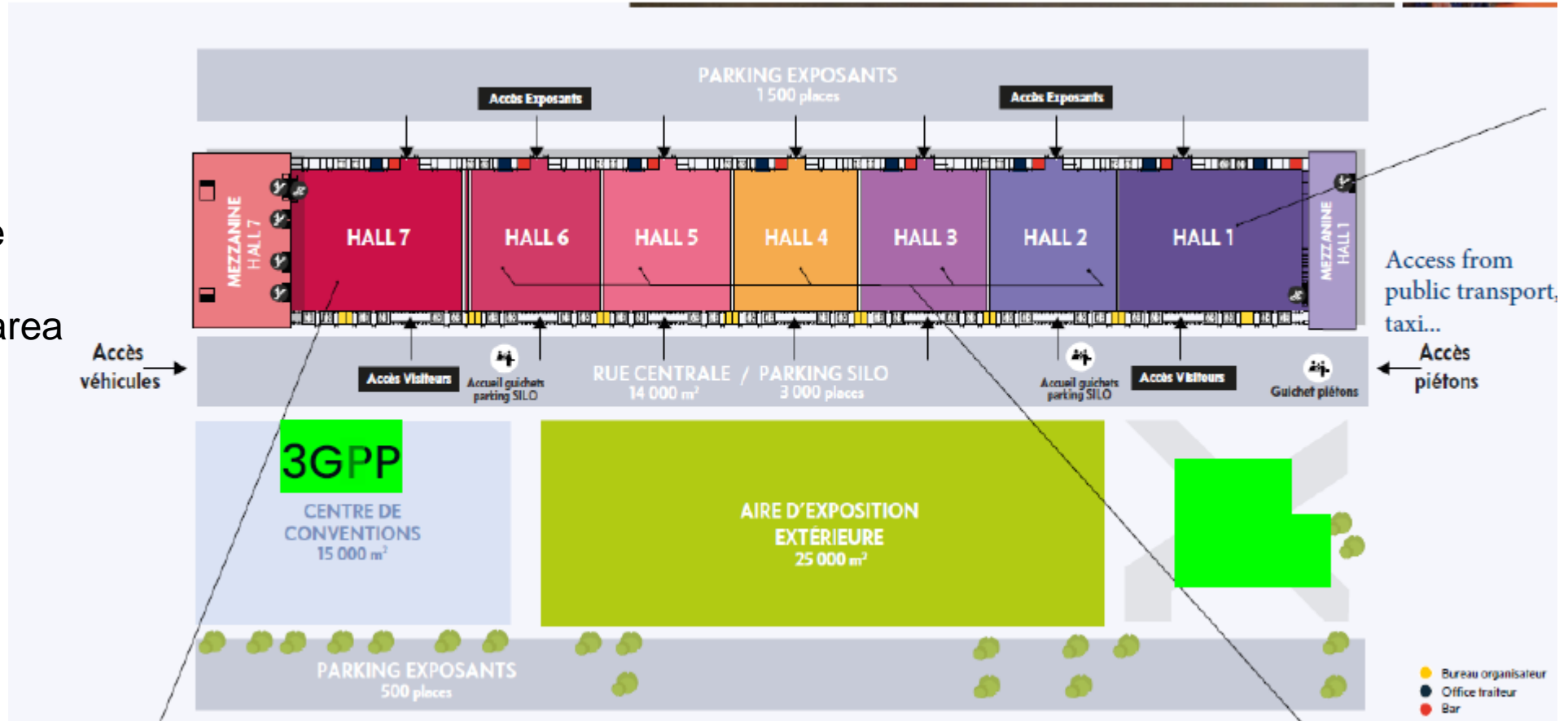
7 halls 40,000 m ² modular space	Convention Center 15,000 m ²	5,000 parking spaces
Outdoor exhibition area 25,000 m ²	3,400 people in a plenary session	14,600 rooms



- The MEET has been privatized: only 3GPP Delegates
- There is a cash machine at the front gate of the MEETT

The full structure

- Access from right side
- Walk through the Rue Centrale
- Security check outside before 3GPP area.
- Go to **3GPP** meeting area





- There will be security checks (with visual inspections of bags) at the entrance of the convention centre every day.
- Upon arrival, delegates can get their badge printed



Meeting Access Control



Registration & Badge

- Please register on the 3GPP Portal (same process as usual)
- The confirmation email will the usual token as well as a QR code
- Delegates already registered do not need to register again
- An updated confirmation email will be sent beg. of November
- *While entering the MEETT please make sure that you have your QR code available (either on paper or on your mobile phone)
- *Please scan your QR code on the self-printing desk
- *Your badge will be printed (one badge for all the groups)
- Please wear your badge all week

*to be done only the first day

Self-printing desk on-site



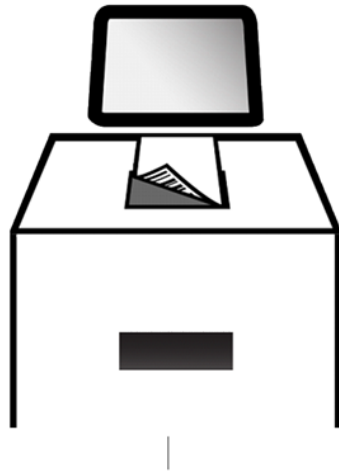
How to convert your registration to a paper badge?



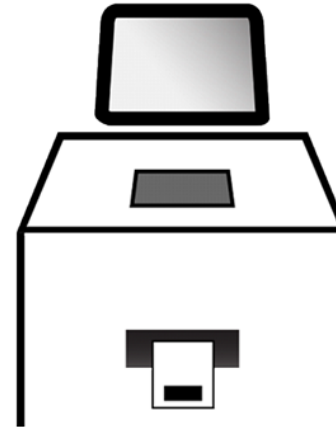
**WELCOME TO 3GPP WGs MEETINGS
TOULOUSE - NOVEMBER 2022**



1) Please place the barcode of your confirmation on the scanner



2) Once the badge is printed, please take it and wear it to access the meeting rooms



In case of any problem, please do not hesitate to contact a staff member.



The design of your badge





Your access to the meeting room

- Your badge will be scanned in front of the 15 main meeting rooms every morning.
- Scanning will serve as an experimental check-in for the meeting
- Check-in information from badge scanning will be synchronized to 3GPP portal every 10 minutes
- This process is just a TEST, that's why the entrance of the main WGs doors will only be checked every morning.
- In parallel of this test, please check in with your token.
- The check-ins from tokens will be synchronized only at the end of the week.



Audio system

Overview

- We will be using an infrared audio system instead of loudspeakers in meeting rooms, making Toulouse a 'silent meeting'
- All delegates will be provided with:
 - An I/R receiver (same type of devices used for audio guides in museums), and
 - A pair of earbuds that can be kept as a souvenir (only one pair per person, please!).

Note: delegates can also use their own headphones or earbuds using a jack 3.5mm connector (Bluetooth not supported).



IMPORTANT: receivers shall be returned at the end of the meeting week!!




Listening

- I/R receivers are multi-channels and can be used in all meeting rooms → no need to pick one for every meeting!
- Audio of each meeting room will be broadcast on a given channel. All a delegate needs to do is to select the appropriate channel to listen to the meeting.
A channel guide will be provided by the meeting start.
- Audio of all CT and SA rooms will be broadcast in all CT and SA rooms, and audio of all RAN rooms will be broadcast in all RAN rooms.

Speaking



-  In meeting rooms, setup is as usual from a microphone's perspective:
- Microphone on the top table of each meeting room for sessions chairs
 - Stand up microphones in meeting rooms for delegates



Distribution of I/R receivers

- I/R receivers along with earbuds will be available by the hospitality desk during the week.
- Delegates can keep the receivers with them all week long, no need to return them every night.
- Battery life should be sufficient for the entire meeting duration.
- In case of problems, receivers can be swapped with new ones.

Again: receivers shall be returned at the end of the meeting week!!



Remote participation

- Remote participation will be offered in the meetings rooms using Gotomeeting, Gotowebinar or Microsoft Teams.
- Two-way audio: remote participants will be able to listen to the meeting and speak using their computer or phone.
- **F2F participants should not use the conferencing tools!**

Raising hands



 TOHRU will be available



Meeting rooms layout

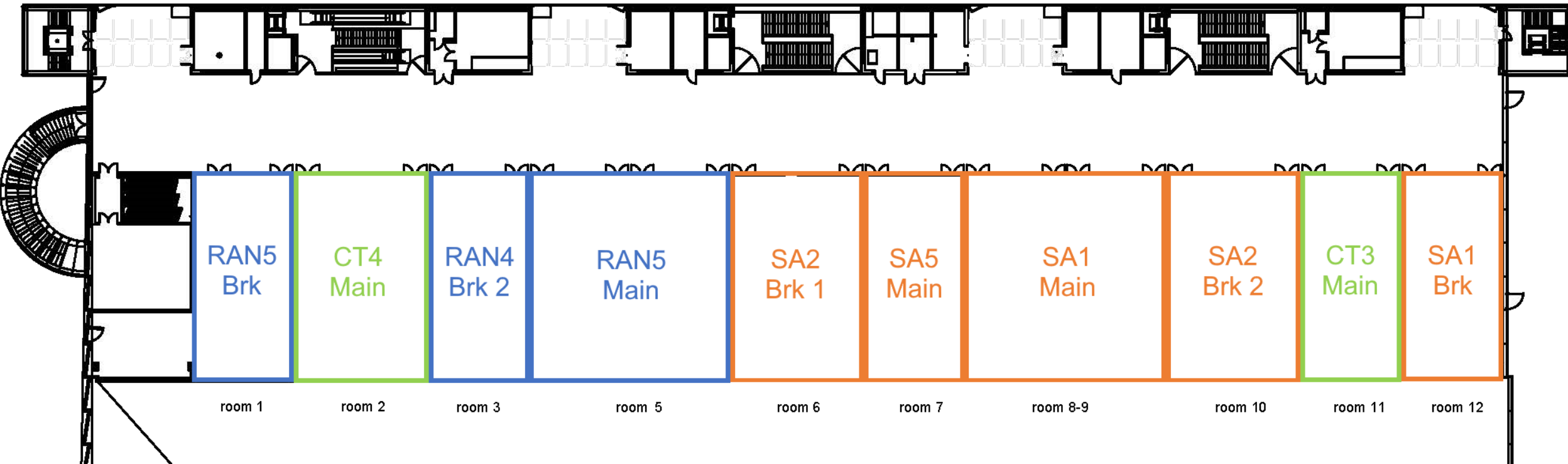


Meeting rooms floor plan GROUND FLOOR





Meeting rooms floor plan 1st FLOOR





3GPP network



3GPP Wireless LAN

Wireless LAN:

SSID: 3GPPWIFI

Password: 3GPP3GPPM (CAPITAL LETTERS!)

IP address: 10.10.10.10

--> USUAL SETTING



Remote access to the FTP server

Details on how to connect to the server (using FTPS) from outside the MEETT will be shared shortly before the meeting starts.



Be prepared

Delegates are urged to download the documents prior to the meeting.

--> Massive downloads on Monday morning have a huge impact on network performance.



Coffee breaks



COFFEE BREAK DETAILS:

07.30-08.30: welcome coffee on the ground floor
10:30-11:00 (all week) coffee break on ground & first floor
16:00-16:30 (Monday to Thursday) coffee break on ground & first floor



THERE WILL BE some VENDING MACHINES:

snack & hot drinks
credit cards will be accepted
located on the ground floor



WATER FOUNTAINS are in the meeting rooms



Lunch



Lunch area

Several options will be available on site:

 **MEETT restaurant**

 **MEETT cafeteria** (sandwiches, salads, desserts and drinks)

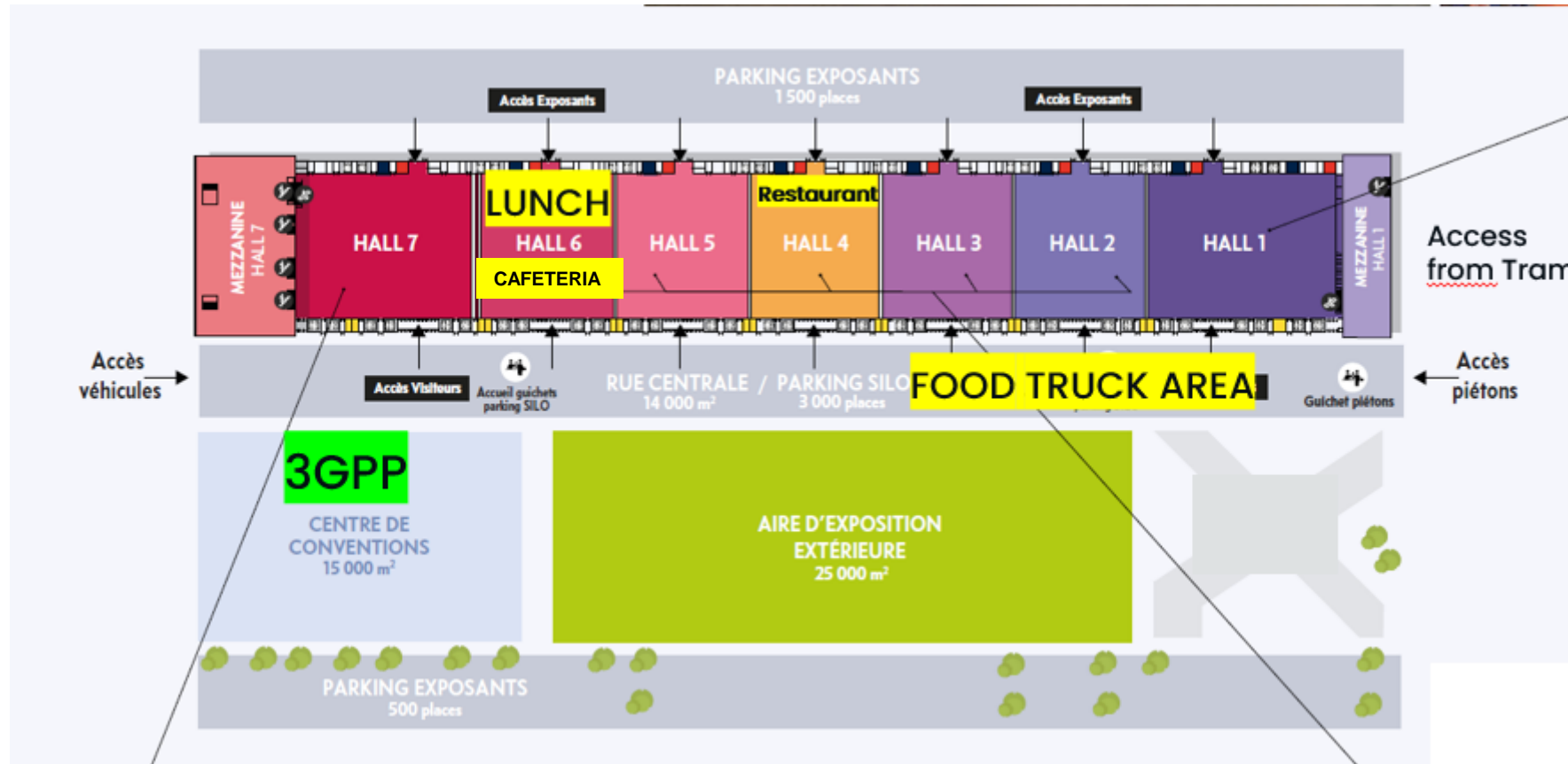
 **Food trucks with a variety of cuisines**

(check map on next slide)

There will be tables and chairs in Hall 6 to consume food and drinks purchased in any area.

OPENING HOURS: from 11.45 to 14.30

The full structure

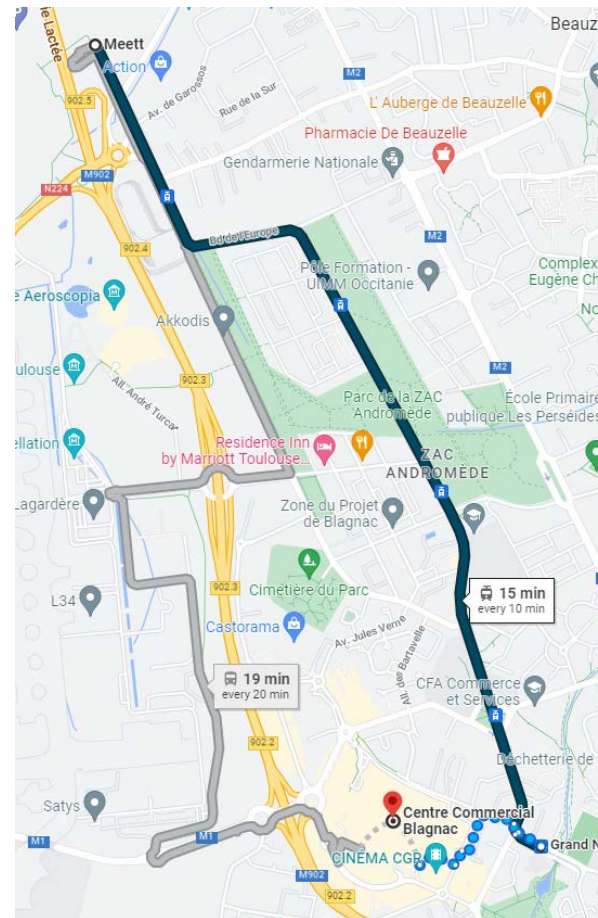


Outside of MEETT: car/tram only

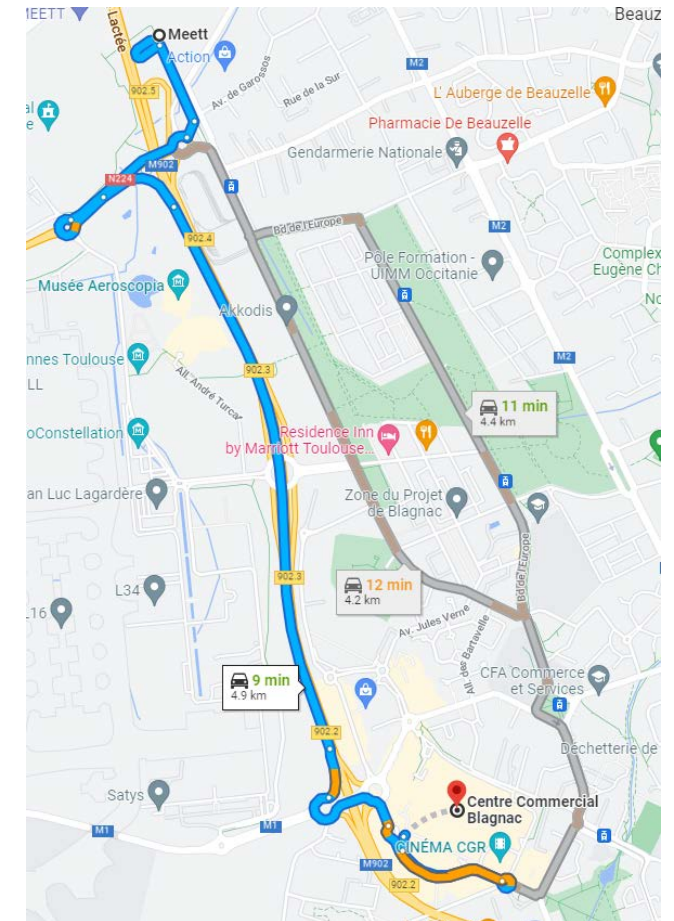
Shopping mall
"Centre Commercial Blagnac"
(<https://blagnac.klepierre.fr/>):
supermarket, cafeteria, Subway,
Starbucks...

9 minutes by car
20 minutes by Tram (with a short
walk): "Grand noble" stop

**Walking there is not
recommended!!**



By Tram



By Car



COVID19



Where to get tested?

➤ Same model as last August 2022: feel free to go to these LABs without appointment (from Monday to Friday 7h00-14h (test before 13h15). Results between 12 and 24 hours. Payment by credit card.

➤ Do not forget to bring your ID and please write on a paper your email address

➤ Downtown Toulouse:

- Laboratoire INOVIE CBM Tlse Compans 05 61 21 23 31 5 BD Maréchal Leclerc
- Laboratoire INOVIE CBM Jean Jaurès 05 6 61 62 79 79 71 allées Jean-Jaurès

➤ Airport area:

- Toulouse AIRPORT COVID CENTER (open all week) <https://www.toulouse.aeroport.fr/info-coronavirus/centre-covid>
Monday-Friday: 7:00AM to 14:00 Saturday & Sunday: 6:00AM to 14:00

Survey



📧 We will send you a survey after the meeting.





Summary

I would like to thank You for attending this F2F meeting in Toulouse

I would like to thank all the actors in this event:

- The comments/feedback from "you, the Delegates",
- Toulouse Metropole for their support,
- Eleonore Rodocanakis who helped me to issue so many visa letters in such a short time.
- The Toulouse support team + Frédéric Firmin for making this event happened

Take care, stay safe, and travel safe

Floor for Questions

Floor for questions

