



## Local Organizing Committee

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## International Advisory Committee

J. Barnard  
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U. Ratzinger  
S. Schriber  
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## Website

frib.msu.edu/linac2016

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12 October 2015

Dear SPC Member,

As a member of the Linac16 Scientific Program Committee you are invited to submit your proposals for invited talks. Submission will be open from today through 30 November.

To upload your proposals please do the following:

1. Go to <https://appora.fnal.gov/pls/linac2016/profile.html> and login with your JACoW username and password.
2. Select the "Propose Invited Orals" button and click the "Submit" button.
3. Go to "Propose A New Invited Oral" and fill in: Title, Presentation Type (= Invited Oral), Main and Sub-classification, and Abstract. (The Main and Sub-classification list can be found here: <https://indico.fnal.gov/getFile.py/access?resId=0&materialId=6&confId=10522>)
4. Please do not fill in anything for "Footnotes" and "Funding Agency"
5. Click on "Save Changes"
6. "Add a New Preferred Speaker". If your speaker is not found in the database, you have the option to "Create a new speaker". If your speaker is found, select him/her in the list and click on "Use Selected Speaker"
7. Select his/her affiliation
8. Click "Submit"
9. **Click on "Update", otherwise your speaker information is lost!**
10. You can then either add another speaker with "Add a New Preferred Speaker" or "Return to Abstract List" from where you can add another proposal

You have no possibility to see what the other SPC members have submitted. This is intentional, so that the proposals are not biased.

Please **avoid speakers who were invited in Linac12 and Linac14**, especially when proposing a topic that was already covered. A list of all invited speakers from Linac12 and Linac14 is available here:

<https://indico.fnal.gov/getFile.py/access?resId=2&materialId=7&confId=10522>

You are expected to submit not only, but first of all, **speakers from your country or region**. This is especially true for countries who are represented by only 1 or 2 SPC members, like Canada, India, Israel, Italy, Korea, United Kingdom, and Sweden.

You are encouraged to prefer young speakers over well-established scientists, to give them the opportunity to present themselves to the community.

**LINAC 16**  
28<sup>TH</sup> LINEAR ACCELERATOR CONFERENCE

East Lansing, MI USA  
25-30 September



**The submission of proposals will be closed on 30 November.**

**Once again I encourage you to attend the first SPC meeting on 15-16 December 2015. It is important to have representatives from all geographical areas and numerous people in working groups: until now this condition is not fulfilled and more participants would be desirable.**

The **FRIB tour** was moved from the morning of Thursday, 17 December to the afternoon of Wednesday, 16 December, immediately following the SPC meeting, to allow people who have to leave on Thursday morning to participate. The updated meeting agenda can be found here

<https://indico.fnal.gov/getFile.py/access?resId=2&materialId=8&confId=10522>.

Best regards,

Alberto Facco  
Linac16 SPC Chair