

ACTIVITY RUNDOWN

The 1st International Conference on Interdisciplinary Studies for Cultural Heritage (ISCH) May 12th – 14th, 2015

DATE	TIME	DUR	CONTENT	DESCRIPTION	PIC	REMARK
Tuesday May 12 th , 2015	06.00 – 07.30	90	Pick Up Services	The tourist bus stands by at the air port parking area (Terminal Bandara SoeTa)	LO	Waiting for 70 persons of delegations
	7.30 – 12.00	240	Trip to Bandung	The trip from SoeTa Air port to Bandung		
	12.00 – 13.00	60	Check in	- The delegations arrive and check in to The Travel Apartment Hotel - Lunch	LO/Htl Management	Delegations are given the room key, and having lunch
	13.00 – 14.30	90	Rest / Nap	The delegations take a rest/nap in the room		
	14.30 – 15.30	60	City Tour I	The trip to Saung Ujo, via Gedung Sate and Geology Museum	LO	Delegations are having a box of snack
	15.30 – 16.00	30		Delegations arrive and do sight seeing at Saung Ujo	LO	
	16.00 – 17.00	60		Delegations watch the art performance and attend the angklung play	Saung Ujo Management	
	17.00 – 18.00	60	Back to The Travel		LO	
	18.00 – 18.45	60	Dressing	Delegations take a preparation for Opening Session		
	18.45 – 19.00	15	Go to the Venue	Delegations are taken to The Auditorium of Manggala Saba R. Otto Iskandar Di Nata, Campus of Pasundan University	Htl Management	The Travel Services
	19.00 – 21.00	120	Opening Session	- Opening Ceremony - Dinner - Cultural Performance	Organizing Committee (Program Coordinator & Meal Services)	<ul style="list-style-type: none"> • Singing of National Anthem (Indonesian & Philippine) • Opening Speech of West Java Governor • Welcoming and Opening Remark (Rector of

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						Pasundan University and President of UNP)
	21.00 – 21.15	15	Back to the hotel		Hotel Management	The Travel Services
	21.15 – 06.00		Resting Time			
Wednesday May 13 th , 2015	06.00 – 07.00	60	Breakfast		Hotel Management	The Travel Services
	07.00 – 07.30	30	Dressing	Delegations take a preparation for The Conference		
	07.30 – 07.45	15	Go to the Venue	Delegations are taken to The Auditorium of Manggala Saba R. Otto Iskandar Di Nata, Campus of Pasundan University	Hotel Management	The Travel Services
	07.45 – 08.30	30	Re-Registration	Delegations check the registration list, take the conference kit and get into the auditorium	Organizing Committee (Staff of Secretariat)	
	08.30 – 12.00	270	CONFERENCE Plenary Session	<ul style="list-style-type: none"> • Presentation of Keynote Speakers and Invited Speakers • Closing Remark • Taking the delegation documentation photographs 	Organizing Committee (Program Coordinator)	Delegations have a box of snacks
	12.00 – 13.00	60	Lunch	All participant take a lunch	Organizing Committee (meal services)	- Buffet - Muslims can take a pray time at the mosque
	13.00 – 15.15	135	CONFERENCE Parallel Session I	Paper Presentation by thematic area	Organizing Committee (Moderator & infocus operator)	Delegations are divided into presentation classes according to the paper thematic area
	15.15 – 15.30	15	Coffe break		Organizing Committee (meal services)	Dishes laid out on the table near by classes
	15.30 – 17.15	165	CONFERENCE Parallel Session II	Paper Presentation by thematic area	Organizing Committee	Delegations are divided into presentation classes

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					(Moderator & infocus operator)	according to the paper thematic area
	17.15 – 17.30	15	Back to the hotel		Htl Management	The Travel Services
	17.30 – 18.45	75	Dressing	Delegations take a preparation for The Fellowship Dinner		
	18.45 – 19.00	15	Go to the Venue	Delegations are taken to The Auditorium of Manggala Saba R. Otto Iskandar Di Nata, Campus of Pasundan University	Hotel Management	The Travel Services
	19.00 – 21.00	120	Fellowship Dinner	- Farewell speech (Organizing Committee) - Dinner - Cultural Performance	Organizing Committee (Program Coordinator & Meal Services)	
	21.00 – 21.15	15	Back to the hotel		Hotel Management	The Travel Services
	21.15 – 06.00		Resting Time			
Thursday May 14 th , 2015	06.00 – 7.30	90	Breakfast		Hotel Management	The Travel Services
	07.00 – 07.30	30	Dressing	Delegations take a preparation for The Conference		
	07.30 – 07.45	15	Go to the Venue	Delegations are taken to The Auditorium of Manggala Saba R. Otto Iskandar Di Nata, Campus of Pasundan University	Hotel Management	The Travel Services
	07.45 – 08.30	30	Re-Registration	Delegations check the registration list, take the conference kit and get into the auditorium	Organizing Committee (Staff of Secretariat)	
	08.30 – 12.00	270	CONFERENCE Parallel Session III	Paper Presentation by thematic area	Organizing Committee (Moderator & infocus operator)	Delegations are divided into presentation classes according to the paper thematic area
	12.00 – 13.30	90	Lunch & Check out preparation	All participant take a lunch Delegations take the packing time, take load into the bus, and check out hotel process	Organizing Committee (meal services)	- Buffet - Muslims can take a pray time at the mosque

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	13.30 – 16.30	180	City Tour (II)	<ul style="list-style-type: none"> - Isola (Bumi Siliwangi) bulding at UPI - Gedung Sate - Museum of Geology - Braga - Gedung Merdeka 	LO	Delegation can get into the building and take some photographs
	16.30		Go To Airport	Delegations are taken to Airport accomany by LO	LO	Snack services by LO