

This document provides information about Face-to-Face meetings at the IEEE Operations Center (IEEE-ISTO HQ). **See the next page for airport, hotel, and travel information.**

MEETING LOCATION:  
IEEE Operations Center (and IEEE-ISTO Office)  
445 Hoes Lane  
Piscataway, NJ 08854

Business-casual attire is appropriate for both the meeting and dinner.

Upon your arrival at IEEE, please enter through the front doors of the building, where you will be greeted by the receptionist. Visitors may park in the front lot, near the entrance. A list of attendees will be provided to the receptionist. You will be asked to sign in, provide a valid photo ID, and to wear your badge at all times while in the building. A member of the ISTO staff will be called to escort you to the meeting room.

IEEE meeting facilities offer complimentary wireless access. You are invited to bring your own wireless card, but we do not have any extras available for you to borrow. If you are an IEEE Member, please have your membership # handy.

Continental breakfast, mid-morning and afternoon breaks will be served in the meeting room. The group may break for lunch in the IEEE cafeteria, choose to place a take-out order, or go "on your own". This may be decided during the meeting.

The on-site meeting room will be equipped with an LCD projector and screen, white board, power points around the table (for your laptops/mobile phones).

**Driving Directions to IEEE:**

[http://www.ieee.org/portal/index.jsp?pageID=corp\\_level1&path=about/location&file=directions.xml&xsl=generic.xsl](http://www.ieee.org/portal/index.jsp?pageID=corp_level1&path=about/location&file=directions.xml&xsl=generic.xsl)

**Taxi:** Victory Cabs: 1-732-545-6666                      Yellow Cab: 1 732-246-2222

**About New Brunswick:**

<http://www.newbrunswick.com/diningentertainment/diningshop.asp>

Restaurant Directory; Entertainment; Select Shops and Services; Downtown Parking Map

**TRAVEL INFORMATION:** Newark Liberty International Airport (airport code = EWR) is the most convenient airport location nearest to the IEEE Operations Center. It is possible, but not recommended, to fly via JFK or Laguardia airports.

From Newark Airport, you may wish to rent a car, and following the driving directions, available on the web at:  
[http://www.ieee.org/portal/index.jsp?pageID=corp\\_level1&path=about/location&file=directions.xml&xsl=generic.xsl](http://www.ieee.org/portal/index.jsp?pageID=corp_level1&path=about/location&file=directions.xml&xsl=generic.xsl)

OR

From Newark Airport, you now also have the option to take the New Jersey Transit train to the Piscataway, NJ area. Please call (1-800-772-2222) or visit NJ Transit: Home > Schedules & Fares > Train > Train Schedules (Station to Station) at [http://www.njtransit.com/sf\\_train\\_schedules.shtm](http://www.njtransit.com/sf_train_schedules.shtm). Take the Northeast Corridor Line from "Newark Int'l Airport" to either the "Edison, NJ station" if you will be coming directly to IEEE or to the "New Brunswick" station if you will be staying at the Hyatt Regency. From the train station, you can take a taxi to IEEE (Victory Cab, +1-732-545-6666), or you can walk to the Hyatt New Brunswick.

**AIRPORTS**

**Newark Liberty International Airport (EWR)**

Newark, NJ 07114

**Phone:** (973) 961-600

<http://marriott.com/property/propertyPage.mi?marshaCode=EWRAP>

## TRANSPORTATION

From Newark Airport:

- **Taxi:** New York City cabs offer flat rates to Newark \$55 to \$60, plus a \$10 out-of-state surcharge, tolls and tip just as they do to LaGuardia and JFK.
- **Car Rentals:** Services for Avis, Budget, Dollar, Hertz and National. Take free AirTrain monorail to lots.
- **Train:** A combination of train and monorail is the fastest way to EWR. Take any NJ Transit train from Penn Station that's marked "EWR" on the departure board. One-way tickets are \$12. Allow 30 minutes.

From Newark Airport, you may wish to rent a car, and following the **driving directions**, available on the web at: [http://www.ieee.org/portal/index.jsp?pageID=corp\\_level1&path=about/location&file=directions.xml&xsl=generic.xsl](http://www.ieee.org/portal/index.jsp?pageID=corp_level1&path=about/location&file=directions.xml&xsl=generic.xsl)  
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