



August 2001

To: IEEE 802 Members & Attendees –

The November 2001 IEEE 802 Plenary Meeting will be held at the **Hyatt Regency Austin**.

This package contains information on the upcoming IEEE 802 plenary for **November 2001**:

- Hotel and Pre-registration information for the November plenary to be held at the Hyatt Regency Austin, during the week of November 12-16, 2001.
- Hotel reservation forms for mail or fax (or you may also reserve your room by telephone).
- Information on airline and rental-car group discounts available for IEEE 802 attendees.
- The IEEE 802 Plenary - Basic Meeting Agenda. **Please note there is an agenda change. Tentatively, working groups may now meet until 2 pm on Friday and the SEC meeting is scheduled from 3 to 7 pm on Friday, November 16, 2001.**
- Reminder of dates and places for future IEEE 802 plenary meetings (2001-2004).
- Web registration for this meeting is strongly encouraged because **it will save you \$50** and much time spent waiting in line at the On-Site Registration Desk. For the November plenary meeting the fee for web registration is **\$250** and the fee for on-site registration is **\$300**.
- In order to register on the web you are required to provide valid credit card information for the payment of the pre-registration fee (\$250). Credit cards, which fail to authorize the charge may require you to register on-site at the higher rate (\$300), so check you expiration date now !!!
- **We are in the process of updating our registration services. Information on how to register for the meeting will be posted on this website as it becomes available.**

**Note:** We no longer provide mailed meeting announcements. Meeting information will continue to be available on the IEEE 802 web site at: <http://www.ieee802.org/meeting/>. Please check this site for possible late updates. We also have an email exploder for keeping folks posted on late breaking plenary meeting information (e.g. overflow hotel arrangement, hotel goofs or confusion, pre-registration reminders, etc.). To get on this list and stay informed, send email to: [majordomo@majordomo.ieee.org](mailto:majordomo@majordomo.ieee.org) with no subject and with the following 2 lines appearing first in the body of the message:

**subscribe stds-802-all  
end**

One final reminder, the contact information for our IEEE 802 meeting planners is as follows:

IEEE 802 LMSC Meetings  
c/o Face To Face Events, Inc.  
2699 Iversen Court  
Santa Clara, CA 95051 USA

Phone: (408) 241-8906 Fax: (408) 241-8918 Email: [802info@ieee.org](mailto:802info@ieee.org)

Regards, Dr. Everett O. (Buzz) Rigsbee, Executive Secretary, IEEE 802

August 2001

**TO:** IEEE 802 Members, Liaisons & Attendees  
**FM:** Everett O. Rigsbee, Executive Secretary, IEEE 802  
**Subj:** **IEEE 802 LAN/MAN Standards Committee (LMSC) Plenary Meeting Announcement**

The IEEE 802 LMSC November 2001 plenary will be held during the week of November 12-16, 2001 at:

**Hyatt Regency Downtown**  
**208 Barton Springs Road, Austin, TX 78704**  
Reservation Phone: (512) 477-1234 Toll Free: (800) 233-1234 Reservation Fax: (512) 480-2069

The 802 Conference rate is \$132.00 + tax for single or \$142.00 + tax for double/twin per night. These rates are available from November 3 through November 25, 2001, subject to room availability. Please make your room reservations directly with the hotel using the attached IEEE 802 Hotel Reservation Form or by phone. When making reservations by phone, please be sure to identify yourself as a member of the **IEEE 802 Group** to get these special group rates. For this meeting we have arranged a block of rooms that are reserved for IEEE 802 attendees until the reservation deadline (room-block cut-off date).

**Hotel Reservation Deadline (Room-block Cut-off) is Monday, October 5, 2001**

**Please note:** Reservation requests received after this date will be accepted on a space available basis and will still honor the 802 conference rates. One night's deposit (room + tax) or major credit card guarantee will be required to secure your reservation. Your deposit will be refunded (or the guarantee released), if the reservation is cancelled at least 48 hours prior to arrival date and time. Late cancellations and "No-Shows" will be assessed a one night's (room + tax) penalty. Hotel self-parking for in-house guests or other visitors is currently \$8.00 per night or \$4.00 per hour (max \$8.00). Valet is offered for \$12.00 per night.

**Airport Shuttle:** No shuttle service is provided. The hotel is located 14 miles (20 minutes) from the Bergstrom Austin International Airport. Taxi is approximately \$20.00 one way.

**Meeting Registration:** We are in the process of updating our registration services. Information on how to pre-register for this meeting will be posted on this website and sent to the email exploder as it becomes available. Further information and details will be sent via the email exploder. The web registration fee of **\$250** must be paid by credit card. **Your credit card will be billed at the time you register!** The fee for On-Site Registration will be **\$300**, and this can be paid by Visa, MasterCard, American Express, Discover Card, by personal, company, or traveler's checks (in US\$ only), or by US cash. All checks must be made payable to "IEEE 802". Plan to stop by the IEEE 802 Registration Desk on Sunday evening from 5-8 pm or Monday from 8am-5pm to collect your pre-registered packet, or to complete on-site registration for the meeting. At that time you will receive the latest agenda for all of the week's meetings and events. The 802 Executive Committee meets Monday at 8am, and the **802 Opening Plenary Session** begins promptly at 11 am.

If you require further information regarding this meeting, please contact the 802 Conference Organizers at: Email: [802info@ieee.org](mailto:802info@ieee.org), Phone: (408) 241-8906, or Fax: (408) 241-8918, or you may check the IEEE 802 website at: <http://www.ieee802.org/meeting/>.

Sincerely,  
Everett O. Rigsbee, Executive Secretary, IEEE 802

## IEEE 802 Group - Hotel Reservation Form

### Hyatt Regency Austin

208 Barton Springs Rd.,

Austin, TX. 78704

Reservation Phone: (512) 477-1234    Toll Free: (800) 233-1234    Reservation Fax: (512) 480-2069

The Hyatt Regency Austin is pleased to welcome the attendees of the November 2001 IEEE 802 Plenary Meeting. Our entire staff would like to take this opportunity to extend a warm welcome to you during your upcoming stay.

<b>Group Name: IEEE 802 LAN/MAN Standards Committee Plenary Meeting</b>		
Meeting Dates: <b>November 12-16, 2001</b>	Group Code: <b>IEEE 802</b>	
Guest Information: (please fill in below)	Room Block Reserved until: <b>October 15, 2001</b>	
Last Name:	First Name:	
Arrival date:	Arrival time:	Departure date:
Company:	Phone:	
Address:	Fax::	
City:	State:	Zip Code:
Credit Card # (VISA, M/C, Amex, or Discover):	Exp. Date:	
Cardholder's Signature:	Print Cardholders Name:	
Any special requests:		

- ⊕ Reservations received after October 15, 2001 (or after the block has been filled) will continue to be accepted at the 802 group rates on a space available basis. Book early to assure your preferred room accommodations.
- \$ To guarantee your reservation include a first night's deposit (room + tax) or provide a major credit card for guarantee (listed above). If you do not wish to use a credit card, you must mail a check payable to "Hyatt Regency Austin" with this form. **Do Not Send Cash.** The deposit will be refunded if the reservation is cancelled at least twenty-four (24) hours prior to arrival. Late cancellations and No-Shows will be assessed a one night's (room + tax) penalty. Please retain the cancellation number provided until credit/refund is received. Group rates apply from November 3-25, 2001 (subject to room availability).

Group Rate (per night):	Please Indicate Type of Room(s) Requested:
_____ \$132.00 Single + 15% tax per night	_____ Single(s)      1 person
_____ \$142.00 Double/Queen + 15% tax per night	_____ Double(s)      2 persons – 1 bed (King)
_____ \$25.00 Additional Person + 15% tax per night	_____ Queen(s)      2 persons – 2 beds (Double)
	_____ Smoking                      _____ Non-Smoking

**Note:** Hotel check-in time is 3 pm; checkout time is 1 pm. Currently, the hotel room tax is 15%. There is no additional charge for children 18 years or younger staying in the same room with parents.

## IEEE 802 - Airline Discount Information

AMERICAN, DELTA, and UNITED Airlines have joined with IEEE 802 to offer special convention airfares, not available to the general public, when you attend the November 2001 Plenary Meeting at the Hyatt Regency Austin. Discounted airfares are available to Bergstrom Austin International Airport.

IEEE 802 has made arrangements with American, Delta and United airlines to provide you with discounts of **5%**, **10%**, or **15%** off current published fares. Please note that seats are limited and that some restrictions do apply on all fares, so call early for best choice and availability. Fares are guaranteed only at time of ticket purchase. To obtain the best fare and schedule information please contact the Airline's Convention Desk at the numbers listed below.

If you purchase tickets from a local travel agent, be sure that your travel agent contacts the appropriate Airline Convention Desk and provides the **IEEE 802-file number**. Your travel agent will still receive the normal commission, and you will receive a more cost-effective fare.

<b>AIRLINE + Phone Number</b>	<b>IEEE 802 Account Number</b>	<b>Allowed Travel Dates</b>
<b>AMERICAN</b> <b>(800) 433-1790</b>  <b>Daily 8 am –1 am EST</b>	<b>American</b>  <b>Star File # 10N1AB</b>	<b>November 7, 2001</b> through <b>November 21, 2001</b>
<b>DELTA</b> <b>(800) 241- 6760</b>  <b>Weekdays 8 am – 11 pm EST</b>	<b>Delta</b>  <b>File # DMN171416A</b>	<b>November 9, 2001</b> through <b>November 19, 2001</b>
<b>UNITED</b> <b>(800) 521- 4041</b>  <b>Weekdays 7 am – 12 pm EST</b>	<b>United</b>  <b>Meeting Plus # 592RA</b>	<b>November 9, 2001</b> through <b>November 19, 2001</b>

# IEEE 802 - Rental Car Discounts

Avis Worldwide Discount # for IEEE 802 Group: AWD# **A606094**, Rate Code: **B8/01Alpha**

When making your reservations, please quote the AWD # and Rate Code shown above in order to receive the special meeting discount rates. Reservations must be made by calling the Meeting Reservation and Information Desk at: **(800) 331-1600** or online at: **www.avis.com**

Should a lower qualifying rate become available, Avis will offer a 5% discount off that rate. The attendee must use the assigned Avis Worldwide Discount Number and meet Avis rental requirements to receive this additional discount.

Rates are available from November 4-23, 2001. You must return car to same location or additional charges will apply. All rates include unlimited free mileage. Rates quoted below do not include charges for tax, optional insurance, or gas refueling. Renter must meet Avis minimum age, driver, and credit requirements.

## Austin, Texas

## November 2001

Rates shown do not include taxes

CAR CLASS	DAILY	WEEKLY *
Compact	36.99	158.99
Intermediate	40.99	171.99
2-door Full Size	41.99	180.99
4-door Full Size	43.99	189.99
Sport Utility	76.99	333.99
Mini Van	76.99	333.99

- Weekly rental period = five through seven days
- Weekend only rates (Thurs.-Sun.) are available at a considerable discount.
- Should a lower qualifying rate become available, Avis is pleased to present a 5% discount on that rate OR if a car size is selected that is not available above, Avis will discount the best available rate by 5%.

## IEEE 802 Plenary - Basic Meeting Format (version 4, 7/15/01)

<b>Date:</b>	<b>Time:</b>	<b>Meeting Name:</b>
<b>Sun</b>	5-9p	IEEE 802 Registration @ 802 Registration Desk
<b>Mon</b>	8a-5p	Registration Desk
	8-10:30a	802.0 Executive Committee
	11a-12n	<b>IEEE 802 Opening Plenary</b>
	1-6p	802.1 Architecture, Bridging & Interworking(AB&I) Working Group
	1-6p	802.3 CSMA/CD (Ethernet) Working Group
	1-11p	802.11 Wireless LAN Working Group
	1-6p	802.15 Wireless Personal Area Network(PAN) Working Group
	1-6p	802.16 Broadband Wireless Access Working Group
	1-6p	802.17 Resilient Packet Rings
	6:30-8p	Tutorial#1: scheduled by request of WG Chair
	8-9:30p	Tutorial#2: scheduled by request of WG Chair
<b>Tues</b>	8a-5p	Registration Desk
	8a-6p	802.1 AB&I Working Group & Breakouts
	8a-6p	802.3 CSMA/CD Working Group & Breakouts
	8a-11p	802.11 Wireless LAN Working Group & Breakouts
	8a-6p	802.15 Wireless PAN Working Group & Breakouts
	8a-6p	802.16 Broadband Wireless Access Working Group & Breakouts
	8a-6p	802.17 Resilient Packet Rings
	6:30-8p	Tutorial#3: scheduled by request of WG Chair
	8-9:30p	Tutorial#4: scheduled by request of WG Chair
<b>Wed</b>	8a-5p	Registration Desk
	8a-12n	802.1 Technical Plenary
	8a-6p	802.1 AB&I Working Group & Breakouts
	8a-6p	802.3 CSMA/CD Working Group & Breakouts
	8a-11p	802.11 Wireless LAN Working Group & Breakouts
	8a-6p	802.15 Wireless PAN Working Group & Breakouts
	8a-6p	802.16 Broadband Wireless Access Working Group & Breakouts
	8a-6p	802.17 Resilient Packet Rings
	6:30-9p	<b>802 Social Reception</b>
<b>Thur</b>	8a-5p	Registration Desk
	8a-6p	802.1 AB&I Working Group & Breakouts
	8a-6p	802.3 CSMA/CD Working Group & Breakouts
	8a-11p	802.11 Wireless LAN Working Group & Breakouts
	8a-6p	802.15 Wireless PAN Working Group & Breakouts
	8a-6p	802.16 Broadband Wireless Access Working Group & Breakouts
	8a-6p	802.17 Resilient Packet Rings
<b>Fri</b>	8a-3p	802.x Working Groups (details TBA)
	3p-7p	802.0 Executive Committee

**Note:** Please contact your 802.x Working Group Chair for a more detailed WG subagenda.

# **IEEE 802 Plenary Meeting Schedule**

## **2001**

**November 11-16 - Hyatt Regency Town Lake, Austin, TX**

## **2002**

**March 10-15 - Hyatt Regency St Louis, MO**

**July 7-12 - Hyatt Regency Vancouver, BC Canada**

**November 10-15 - Hyatt Regency Kauai, Koloa, HI**

## **2003**

**March 9-14 - to be determined**

**July 7-11 - to be determined**

**November 9-14 - Hyatt Regency Albuquerque, NM**

## **2004**

**March 14-19 - to be determined**

**July 11-16 - to be determined**

**November 14-19 - Hyatt Regency San Antonio, TX**