



November 2002

To: IEEE 802 Members & Attendees –

The March 2003 IEEE 802 Plenary Meeting will be held at the **Hyatt Regency Dallas Fort Worth** at the Dallas Fort Worth Airport during the week of **March 9-14, 2003**.

This package contains information on the upcoming IEEE 802 plenary for **March 2003**:

- Hotel Reservation and Meeting Registration information for the March plenary.
- Hotel reservation form for mail or fax (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 will likely be agenda changes. Currently, working groups may meet until 12 noon on Friday and the closing SEC meeting is scheduled from 1 to 6 pm on Friday, March 14, 2003. Check the webpages for your WG to see the detailed WG agenda for the week.
- Current list of dates and places for future IEEE 802 plenary meetings (2003-2005).
- We are now using a secure website for our web registration service. Information about web registration for this meeting will be posted on the 802 website as it becomes available.
- Web pre-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 March plenary meeting the fee for web-pre-registration is **\$300** and the fee for late or on-site registration is **\$350**. In order to pre-register you are required to provide valid credit card information for the payment of the pre-registration fee (\$300) on or before 2/21/03.

Please 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 registration info and 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 confusions, registration reminders, etc.). To get on this list and stay informed about upcoming plenary meetings, send email to: 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

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

November 2002

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 Spring Plenary will be held during the week of March 9-14, 2003 at:

Hyatt Regency DFW

Inside Dallas/Ft. Worth Airport

Reservation Phone: (972) 453-1234 Toll Free: (800) 233-1234 Reservation Fax: (972) 615-6850

Hotel Website: <http://www.dfwairport.hyatt.com/groupbooking/0840>

The 802 Conference rate is \$139.00 + tax per night for single or double/twin occupancy. These rates are available from March 2 through March 21, 2003, 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 qualify for 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).

The **Hotel Reservation Deadline** (Room-block cut-off date) is **Friday, February 20, 2003**

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 by 6pm the day of arrival. Late cancellations and "No-Shows" will be assessed a one night's (room + tax) penalty. Hotel Self/Valet parking is free at HR-DFW.

Airport Transportation:

Directions

From Dallas / Fort Worth Airport Terminals:
Use the hotel's complimentary shuttle.

From the Dallas / Fort Worth Metroplex:
follow signs to DFW Airport, enter through the Toll Plaza to International Parkway, exit Terminal C, Hyatt Regency Hotel. The hotel entrance is on the right, directly across from Terminal C, Gates 26-39.

Lunch and Dinner options *inside* HR-DFW:

Papayas – Located on Lobby level of Hotel

Starbucks – Lobby level of Hotel

Lonestar Hall (Exhibit Hall B) – Located on ground level of Hotel

Pepe's Lounge – "To Go" menu items

IL Nonno's – Located on Lobby level of Hotel

Brightons Taproom – Located on Lobby level of Hotel

Shuttle to Grapeview Mall:

A shuttle will run between the Hyatt Regency DFW and the Grapeview Mall Sunday through Thursday. The shuttle will depart every 15 minutes from 5:30pm through 11pm.

The **Deadline for Web Pre-Registration** for this meeting is: **6pm PST, Friday, February 21, 2003**

Meeting Registration: We are now using a secure website for our registration services. Information on how and when to web-register for this meeting will be posted on the 802 website and sent to the stds-802-all email exploder. The web registration fee of **\$300** must be paid by credit card. Your credit card is billed at the time you register! The fee for On-Site Registration will be **\$350**, 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, 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 DFW

Inside Dallas/Ft. Worth Airport

Reservation Phone: (972) 453-1234 Toll Free: (800) 233-1234 Reservation Fax: (972) 615-6850

Web Reservations: www.dfwairport.hyatt.com/groupbooking/0840

The Hyatt Regency DFW is pleased to welcome the attendees of the March 2003 IEEE 802 Plenary Meeting. Our entire staff would like to take this opportunity to extend a warm welcome to you during your upcoming stay.

Group Name: IEEE 802 LAN/MAN Standards Committee Plenary Meeting		
Meeting Dates: March 9-14, 2003	Group Code: IEEE 802	
Guest Information: (please fill in below)	Room Block Reserved until: Friday, February 21, 2003	
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: (e.g. Non-smoking, roll-away bed, special needs, etc.)		

- ⊕ Reservations received after February 21, 2003 (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 DFW" with this form. **Do Not Send Cash.** The deposit will be refunded if the reservation is cancelled by 6pm day of 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 March 2-21, 2003 (subject to room availability).

Group Rate per night	Please Indicate Type of Room(s) Requested:
_____ \$139.00 Single/ Double + taxes	_____ Single(s) 1 person
_____ \$25.00 each additional person	_____ Double(s) 2 persons – 1 bed (King)
	_____ Smoking _____ Non-Smoking

Note: Hotel check-in time is 3pm; checkout time is 1pm. Currently, the hotel room tax is 6% plus a state tax of 6%. There is no additional charge for children 18 years or younger staying in the same room with parents.

IEEE 802 - Airline Discount Information

AMERICAN and UNITED Airlines have joined with IEEE 802 to offer special convention airfares, not available to the general public, when you attend the March 2003 Plenary Meeting at the Hyatt Regency DFW. Discounted airfares are available to Dallas.

IEEE 802 has made arrangements with American 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.

AIRLINE + Phone Number	IEEE 802 Account Number	Allowed Travel Dates
AMERICAN (800) 433-1790 Daily 8 am –1 am EST	American Star File # 15971	March 6, 2003 through March 17, 2003
UNITED (800) 521- 4041 Weekdays 7 am – 12 pm EST	United Meeting Plus # 516GC	March 6, 2003 through March 17, 2003

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 using the calling the Meeting Reservation and Information Desk at: **(800) 331-1600** or online at: <http://www.avis.com/AvisWeb/html/meetings/webpage.html?1856>

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 March 2 – March 21, 2003. 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.

Dallas, Texas

March 2003

Rates shown are in US dollars and do not include taxes

CAR CLASS	DAILY	WEEKLY *
Compact	38.99	154.99
Intermediate	42.99	169.99
2-door Full Size	43.99	179.99
4-door Full Size	45.99	189.99
Sport Utility	77.99	344.99
Mini Van	77.99	344.99

* 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 selected above is not available, Avis will discount the next best available rate by 5%.

IEEE 802 Plenary - Basic Meeting Format (version 4, 11/01/01)

Date:	Time:	Meeting Name:
Sun	5-9p	IEEE 802 Registration @ 802 Registration Desk
Mon	8a-5p	Registration Desk
	8-10:30a	802.0 Executive Committee
	11a-12n	IEEE 802 Opening Plenary
	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
Tues	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
Wed	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	802 Social Reception
Thur	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
Fri	8a-12n	802.x Working Groups (details TBA)
	1p-6p	802.0 Executive Committee

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

IEEE 802 Plenary Meeting Schedule

2003

March 9-14 – Hyatt Regency DFW, Dallas, TX

July 20-25 – Hyatt Regency SF, San Francisco, CA

November 9-14 – Hyatt Regency Albuquerque, NM

2004

March 14-19 – Hyatt Orlando, Kissimmee, FL

July 11-16 – Portland Hilton, Portland OR

November 14-19 – Hyatt Regency San Antonio, TX

2005

March 13-18 – to be determined

July 10-15 – Hyatt Regency SF, San Francisco, CA

November 13-18 – to be determined