

Session Program

19-23 Oct 2026

**JACoW Team Meeting 2026 - KEK, Tsukuba,
Japan**

Team Meeting

KEK Building No.3 (K3), Seminar Hall (1F)

Tuesday 20 October

13:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)**13:00–13:30** **Registration****13:30–14:00** **Welcome from KEK****14:00–14:30** **Welcome to the JACoW collaboration Team Meeting****Speaker**

Adriana Rossi

14:30

15:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)**15:00–15:30** **Round-the-table self-introduction (all)****15:30–16:00** **Conference roadmap****Speaker**

Johan Olander

16:00–17:00 **Editor in Chief Job Description****Speakers**

Maurizio Montis, Nicolas Delerue

17:00–17:30 **List of Tools for Editor in Chief****Speaker**

Ivan Andrian

17:30

Wednesday 21 October

09:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

09:00–09:45

JACoW Website, documentation, communication (and how to ask for help)

Speaker

Sumner Brown Gibbs

09:45–10:30

Editing: scope, templates and tools

Speaker

Raphael Mueller

10:30

11:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

11:00–12:00

Editing (tips and tricks): Word, Latex, PDF

12:00–13:00

Central Repository and Author/Title Check

Speaker

Giulia Vinicola

13:00

14:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

14:00–14:30

Deputy Chair and Directors voting: presentation of candidates

14:30–14:50

Pre-Team Meeting Summary Report

Speaker

Adriana Rossi

14:50–15:30

JACoW Working Groups - how JACoW works

15:30

16:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

16:00–17:30

Reports from past conferences

Speakers

Ms Jana Thomson, Dr Jangwon Kwon, Nicolas Delerue

17:30

Thursday 22 October

09:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

09:00–09:45

Recap and questions from audience

10:30

09:45–10:30

References formatting and tools

11:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

11:00–12:00

Setting up indico event

Speakers

Ms Jana Thomson, Dr Jangwon Kwon

12:00

13:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

13:00–13:25

Elections results

15:00

13:25–15:00

Quiz for EiC & Quiz on editing

15:30

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

15:30–17:00

Tools and proceedings publication - Q&A

17:00

Friday 23 October

09:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

09:00–10:00 **Statistics about conferences' proceedings + Metadata**

Speaker

Volker RW Schaa

10:00–10:30 **Summary from the Rapporteur**

Speaker

Yoichi Sato

10:30

11:00

Team Meeting

Session | **Location:** KEK Building No.3 (K3), Seminar Hall (1F)

11:00–12:00 **Continuation of open discussions and wrap up**

12:00