

Amsterdam, Januari 6, 2010

Dear Colleague,

I am pleased to invite you to participate in the First European Dysmorphology Club in Amsterdam on Wednesday March 10.

Venue: Academic Medical Center Theatre 5 (there will be internal routing indications)

Time: 10.00-17.30 (coffee from 09.30)

Set piece: 14.00: the Vrolijk Museum (Prof Roelof-Jan Oostra).

How to reach the AMC

- by car: the AMC is located on the south side of Amsterdam. It has its own turning on each of the highways to Amsterdam. You can put your route indicator on Meibergdreef, Amsterdam. There are sufficient parking facilities.
- by tube: from Amsterdam you can take line 50 or 54 direction Gein from any tube station. The AMC has its own tube stop (Amsterdam Holendrecht).
- by train: the AMC has its own railway stop (Amsterdam Holendrecht). Slow trains from Utrecht to Amsterdam will stop there (takes 36 min). If you take a fast train please alight at Amsterdam Bijlmer (15 min) and then either take the tube 50 or 54 to Amsterdam Holendrecht (two stops) or again the slow train back to Utrecht (1 stop; 4 min). Fast trains run from Utrecht to Amsterdam every 10 minutes, the slow train runs twice per hour, tubes are very frequent.
- by plane: Schiphol airport is 25 minutes from the AMC. The train station of Schiphol is below the main arrival hall and well indicated. Ticket machines are in the main hall and accept all major credit cards (costs €3.70 one way). Take the fast train in the direction of Utrecht (runs every 15 minutes; platform 1/2 or 3, please check signs) and alight at Amsterdam Bijlmer. Then take the slow train direction Utrecht (platform 6), and alight at first stop (Amsterdam Holendrecht). Please know usually you have only 5 minutes between arrival of the fast train and leave of the slow train.

Costs: €50 (including coffee, lunch, tea, drinks afterwards; handout).

Please transfer *in advance* to:

Name: RC Hennekam
Bank name: ING
Account number: 8506936
IBAN: NL53 ING B000 8506936
BIC/Swift: INGBNL2A

You will receive a receipt on arrival in the AMC.

Application: by e-mailing r.c.hennekam@amc.uva.nl and after receipt of the costs. If you e-mail please indicate whether you want to present a case. At this time I do not know how many of you would like to present a case, so can not yet indicate whether you will be allowed to

present 1 case or more than one case. I will notify you about this 1 week in advance. For now you can submit 1-3 abstracts. You are not obliged to submit an abstract to be able to attend the meeting.

Abstract: a typical abstract will be:

Case .. (please do not use name but an anonymous indicator)

Presenter ..

e-mail address ..

The abstract itself can be 5-10 lines or a short bullet list with pertinent findings. Please add the investigations already performed like karyotype, MLPA/FISH, array, mutation analysis, MRI etc. Remember colleagues will read this while you present your case, so please be short and concise.

Please put underneath the abstract: **known** or **unknown** or **possibly known** so we know what to expect.

Cases: both unknown cases, rare known cases, or well known cases with rare presentations or manifestations are welcome. Usually a mix of the three during the meeting works best.

Presentation: the main characteristic of the meeting is that we all see as many cases as possible in just a few hours time. The extensive experience gathered in the many years that the dysmorphology club is running in the UK indicate that one should be able to present a case in **3 minutes**, followed by 2 to 3 minutes of discussion. So we all have to be very, very concise! Some rules:

- Only use power point presentations (so not a series of separate pictures)
- Don't make a series of text slides. Put the major info next to the pictures of your case, as these pictures are the things we like to see
- Don't read the text on your slides as everyone can read this themselves already
- Pictures of cases at different ages can be very useful
- If there are major X-ray characteristics please show these too. An X-ray is better visible if the background of the slide in the power point is black
- If you present a case with an imbalance on a CGH-array, a single slide showing the chromosomal region and genes involved (for instance from Ensemble or Decipher) can be useful, unless it is a common and well known imbalance
- All presentations are in English. If you find it difficult to present in English you may wish to put it on paper and read it; please try to have someone nearby to help you translating questions and answers thereafter
- You can bring your presentation with you on the day. If you have it ready before that time it would be easy if you could e-mail it to me (even on the evening before), as this way a smooth start will be guaranteed

Comments: there will be a separate projector connected to a recent version of the London Dysmorphology DataBase. This can be used to show those entities that are suggested by the audience. We will not use microphones for everyone in the audience, as bringing the microphones to everyone in the theatre would take far too much time. So please speak loud and clear if you have a suggestion!

Advertisements: many of us work on specific entities and would like to be in contact with colleagues who have knowledge of similar cases. If you work on such a case, and would like that others know about this, please e-mail me about this with the entity and your e-mail address. During breaks (tea, coffee, lunch) this list will be projected. If possible I will add it to the hand-out as well. You can only put an advertisement if you are present yourself, as colleagues should be able to contact you right away.

The London Dysmorphology Club was started many years ago by the late Prof Robin Winter and Prof Dian Donnai. Those of you that have attended the London meeting know that it is amazing what one sees in just one day. A large number of colleagues that usually do not attend this meeting, for instance from Eastern/Southern-European countries like Poland, Italy, and Turkey, have already indicated they would come now, which will allow us to enjoy cases we haven't seen in Western Europe. I do think this can become a marvellous session, and maybe one we can repeat many times thereafter.

Best wishes,

Raoul CM Hennekam MD PhD
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