

## **DiPVaC 2014: SECOND CIRCULAR**

### **TRAVEL & ARRIVAL**

For all local public transport enquiries, call 0871 200 22 33, or visit the following website:

<http://www.newcastlegateshead.com/plan-your-visit/travel/getting-around>.

**Getting from Newcastle airport to Newcastle city centre:** The easiest and cheapest way to get from the airport to the city centre is by Metro. There are trains every 12-18 minutes, with a journey time of about 25 minutes. A timetable is available for download here:

<http://www.nexus.org.uk/metro/timetables-stations>

**Getting from Central Station to your hotels:** Jury's Inn (Newcastle), Thistle and Sleeperz hotels, where most delegates are staying, are all located a 2-3-minute walk from Central Station. Please ask station staff for directions.

**Getting around Newcastle:** Newcastle is pretty compact; your hotel is likely to be within walking distance from Central Station, Newcastle University campus and the conference dinner venue as well as the main shopping and restaurant areas in the city. Alternatively, Newcastle has a very reliable Metro system and frequent bus services. Details can be found at the URL given at the very top of this page.

**Getting to the conference venue:** The conference will be held in the Research Beehive (room 2.21), Old Library Building, Newcastle University, Newcastle upon Tyne, NE1 7RU. For a campus map, follow this link: <http://www.ncl.ac.uk/about/visit/maps.htm>. The Research Beehive/Old Library is building 25/26 on the map.

**Directions from Haymarket Metro station (or the top end of Northumberland Street)** are as follows: Cross the traffic lights towards the Church of St Thomas and keep walking left-wards. Cross the next set of traffic lights and walk past Blackwells and Campus Coffee up the steps immediately to the left behind Campus Coffee. Keep walking straight ahead, through the arches. When you reach Percy Building (the first building that is kind of in your way if you walked straight up from the steps leading onto the campus), turn right, walk down the steps, walk another 10 or so metres, and you have the entrance to the Old Library Building on your right. Go inside, turn left and la voilà: the DiPVaC reception (Mon morning only; if you arrive later, please walk up to the first floor and someone will be able to direct you from there). **See further the annotated campus map at the end of this document.**

### **REGISTRATION**

Registration opens on Mon, 7 April, 8 am and the registration desk remains (wo-)manned throughout the first two days of the conference. On the first half-day, the registration desk will be on the ground floor of the Research Beehive; thereafter, it will move to the first floor.

Please be sure to register upon arrival to receive your conference pack with the abstract booklet (incl. practical information), your name badge and wireless network password, and the most up-to-date programme. The conference pack will also include a certificate of attendance. (No receipts for payment are included in the conference pack since you will have received an e-mail receipt when you paid your registration fee on-line. If you register and pay on the day, we will issue a receipt then.)

### **LUGGAGE STORAGE AT THE CONFERENCE VENUE**

There is a luggage storage facility on the first floor of the Research Beehive. Please ask the staff at the Beehive reception for help with luggage storage.

### **ACADEMIC PROGRAMME**

The conference begins on Monday, 7 April at 8:45 am, with the conference opening and Dr Stephen Levey's opening plenary talk at 9:15 am. The programme for Tue, 8 April, and Wed, 9 April, starts at 9:00 am. Professor Tagliamonte will give the closing plenary talk on Wednesday, 9 April at 3:30 pm. Apart from Monday when it opens at 8:00 am, the Research Beehive opens at 8:30 am for those who want to arrive early and get ready for the day.

#### FORMAT OF PRESENTATIONS & HANDOUTS

Presentations are 20 minutes, followed by 10 minutes for discussion. Session chairs have been instructed to be strict with time-keeping, so please be sure to time your presentation ahead of the conference.

If you have a **handout**, please bring roughly **40-45 copies**. We will not be able to make photocopies during the conference. Also note that the conference takes place during our spring vacation and photocopying services on campus may be closed.

#### TECHNICAL EQUIPMENT FOR PRESENTATIONS

The conference room is equipped with a powerpoint projector, speakers and a PC running Windows XP. Computers running Linux and MacOS are not available. If you intend to use your own Mac computer, please don't forget to bring any adapters required.

If you plan to use PowerPoint as part of your presentation, we strongly recommend that you test your presentation upon arrival at the conference (and bring it as .ppt as well as .pdf-files). One of our conference assistants will help you with this. If you want to play sound files, please be sure to save the sound files in the same folder as your presentation before you embed them in your slides to ensure they're working correctly.

If you have further requirements concerning particular hardware, software or fonts, please e-mail [dipvac2014@ncl.ac.uk](mailto:dipvac2014@ncl.ac.uk) by **Wednesday, 2 April** and we will try to accommodate your requests.

#### INTERNET ACCESS

With their conference pack, all delegates will receive a password to connect to the Newcastle University wireless network (printed for your convenience on the back of your name badge). Passwords are valid for 72 hours, i.e., for the duration of the conference. Please note that **we cannot provide usernames or passwords for delegates to access campus PCs**; you must bring your own wireless device if you want to access the internet on campus.

#### SOCIAL PROGRAMME

The **conference dinner** will be at **7:30 pm on Tuesday, 8 April**, at Blackfriars restaurant, situated in Newcastle city centre and about a 20-minute walk from Newcastle University campus. Directions to the venue will be included in your conference pack. Please note that the conference dinner fee includes a three-course meal, one large glass of wine, water and coffee/tea. Other drinks or snacks are not included in the fee and will have to be paid by delegates.

If you haven't yet registered for the conference menu, please do so at your earliest convenience. Menu choices given at the conference website at: <http://conferences.ncl.ac.uk/dipvac2014/programme/>.

#### OTHER PRACTICAL INFORMATION

- The weather in Newcastle is generally not too bad, but when it rains, it tends to rain bucket loads. You can check the weather forecast for the duration of the conference at <http://www.bbc.co.uk/weather/>.
- Other practical information (taxi numbers, nearest cash machine or supermarket, etc.) will be provided with your conference pack.

#### OTHER PRACTICAL INFORMATION

If you have any questions in the run-up to the conference, please do not hesitate to contact us at [dipvac2014@ncl.ac.uk](mailto:dipvac2014@ncl.ac.uk). We will check the account very regularly in the run-up to the conference and will be happy to answer any questions you may have.

I look forward to welcoming you to Newcastle in April.

Best wishes,



# Campus Map

**CONFERENCE VENUE (RESEARCH BEEHIVE, IN THE OLD LIBRARY BUILDING)**

**MAIN PEDESTRIAN ACCESS TO CAMPUS**

**TOP END OF NORTHUMBERLAND STREET; HAYMARKET METRO STATION**

- One square represents approximately 2 minutes' walk
- North
- Main pedestrian access to campus
- Main pedestrian routes through campus
- Newcastle University's campus is accessible except where marked
- University Visitor Centre
- University Information
- Travel Shop
- Hospital
- Accident and Emergency
- Metro
- Bus
- Taxi
- Public Parking
- Public Toilets
- Under Construction
- Public Accessible Toilets
- Accessible Parking
- Accessible Entrance
- Accessible Lift
- Newcastle University
- Student Accommodation
- Campus Cafe/Restaurant
- Taxi Drop-off Point
- Building Entrance (steps)
- NCP Parking

