

Towel and disposable bath mat
Plastic cup
Telephone – phone cards may be purchased when collecting keys

Car Parking

Delegates can park on campus in either the West or East Car Park (see campus map). Parking permits can be arranged in advance by sending an e-mail to EOD@mmsconferencing.com. These permits can be collected from the Registration desk. Alternatively, delegates can use the Pay & Display units situated in the car parks. Vehicles are parked at the owner's risk. The University, MMS Conferencing and the Organising Committee cannot accept any responsibility for damage or loss of vehicles.

Internet Access

Internet access is also available but must also be booked in advance. To book internet access, please send an e-mail to EOD2007@mmsconferencing.com. This will cost £5 per log-in ID which will need to be paid in cash upon registration. Internet access will be given from the 500 computer terminals in the library. In September, the library is open from 08.00 – 22.00 Mon – Fri and 08.00 – 18.00 on Sat - Sun. There is no broadband in the bedrooms. Your log-in ID will also work for wireless internet on the campus but coverage everywhere is not guaranteed.

Technical Equipment

Each lecture theatre will have a PC and Mac compatible data projector and an overhead projector. We request that each speaker use the PC laptop provided in their appropriate lecture theatre although it will be possible to bring your own laptop computer. In this case, we ask that you test your computer with the projector located in the lecture hall where you will hold your talk during registration on the 9th or during a break in order to avoid delays. We will have a technician on hand in the Registration area from 2-6 PM on Sunday the 9th to load talks onto the various laptops. **The only acceptable storage media for transferring the presentations onto the lecture hall computers will be CD's, DVD's and USB sticks. Floppy discs, ZIP discs and DVD-RAM media cannot be used.** It will not be possible to use your own projector.

Posters

The Poster Session will be held in the Claverton Rooms above the Dow Corning Lecture Theatre. Posters can be hung between 17.00 and 18.00 on the 10th of September and will need to be removed by 20.00. Our space at the poster session is very constrained so we must insist that all posters are no larger than A0 in portrait format (1189 cm high x 841 cm wide). If your poster is larger than this, you will not be able to display it. The posters can be hung with velcro strips which can be purchased at the SU shop on campus

Travel

The best information on how to reach the University of Bath is on their web site at <http://www.bath.ac.uk/getting-here/>.

By Air

Bristol International Airport is the nearest to Bath and is approximately 33 kilometres (21 miles) away. An express coach service (http://www.bristolairport.co.uk/getting_to_bia/by_airport_express_link.aspx) connects the airport to Bristol Temple Meads Rail station and Marlborough Street bus station, from where frequent trains and buses operate to Bath. For more information on how to reach Bath from any of the airports, please visit the individual airports' websites.

By Bus

Buses 18 and 418, branded "the bright orange bus" and operated by First Somerset & Avon run

between Corn Street (across the street from the Abbey's clock) and main bus station on campus which is located in the East Car Park. These buses depart from each location approximately every 15 minutes in September and the journey takes 5-10 minutes.

Buses 20A/20C run circular routes which connect the University via Weston, Twerton, Whiteway, Combe Down and Widcombe Hill.

Check First's guide (<http://www.firstgroup.com>) for ticket options or phone 0845 6064446 for more information.

Please contact Traveline SouthWest on 0870 608 2608 for all public transport information in the region. For UK national public transport information, check traveline.org.uk

By Car

The University campus is situated on Claverton Down, to the east of Bath. The A4 and A36 roads run through the city; the M4 motorway is approximately 16 kilometres (10 miles) distant.

If approaching from the M4, leave the motorway at junction 18 and follow the A46 south 12 kilometres (8 miles) to the Bath exit from the dual carriageway.

Turning right here brings you on to the A4 westbound to Bath. After 2.4 kilometres (1.5 miles) turn left at the traffic lights (signposted "City Centre A36"); after 640 metres (700 yards) turn left at the traffic lights towards Warminster. In approximately 275 metres (300 yards) turn right into North Road (signposted "Claverton Down"). The Quarry Road entrance to the campus is on the left towards the top of the hill (approximately 1.6 kilometres - 1 mile); the Norwood Avenue entrance is 0.8 kilometres (half a mile) further on in Claverton Down Road.

If approaching from the city centre, the A4 or the A36 eastbound follow signs to "Warminster", "Claverton Down", "American Museum" and "Park & Ride (University)".

If approaching from the A36 (northbound) follow signs to "Claverton Down".

By Rail

Bath Spa mainline station is on the London Paddington to Bristol line. Very frequent services run to London, a journey of approximately 90 minutes. Bristol, with connections to the Midlands, the North and the South West is usually a 15 minute journey. For further information, please consult the National Rail timetable (<http://www.nationalrail.co.uk/>) or contact rail operators First Great Western, Arriva Trains Wales, SouthWest Trains and Virgin Trains. For latest information covering the entire network, contact National Rail enquiry line on 08457 48 49 50.

Insurance

The University, MMS Conferencing and the Organising Committee do not accept any liability for personal injuries sustained, nor for loss or damage to property belonging to participants or accompanying persons, either during or as a result of the conference. Delegates are strongly recommended to make their own arrangements for health and travel insurance.

Electricity

220 V, 50 Hz

Lapel Badges

Badges will be issued to delegates when they register. **These badges must be worn at all times throughout the conference, including the social events, access will be denied to those not wearing**

their badge. It would be greatly appreciated if delegates could return their badges to the Registration Desk before they depart.

Social Events for Delegates and Accompanying Persons

There will be 3 evening social events that are included in both the delegate and accompanying persons conference packages.

Welcome Reception – Sunday the 9th of September at 20.00

The Welcome Reception will be held in the Pump Rooms of the Roman Baths. This is located in the city centre. We have reserved 6 coaches to transport all delegates and accompanying persons to the Welcome Reception. These coaches will depart between 19.30 and 19.45 from the Main Bus Station on Campus which is located in the East Car Park. Delegates and Accompanying persons are free to make their own arrangements for dinner after the reception. PLEASE NOTE THAT DELEGATES WILL NEED TO FIND THEIR OWN WAY BACK FROM THE CITY CENTRE ON THIS EVENING.

Poster Session and Real Ale Tasting – Monday the 10th of September at 18.00

The Poster Session will be held in the Claverton Rooms above the Dow Corning Theatre (number 10 on the university map). Real ale, wine and soft drinks will be on offer while people are able to look at the posters that are being presented. Delegates and Accompanying persons are free to make their own arrangements for dinner on this evening.

Conference Dinner – Tuesday, the 11th of September at 19.00

The Conference Dinner will be held in the Assembly Rooms in the city centre. Pre-dinner drinks will be served in the Octagon Room from 19.00 – 20.00 and the dinner will be served in the Ball Room from 20.00. There will be an after dinner speaker, Dr John Emsley, as well as a few presentations after dinner. We have reserved 6 coaches to transport all delegates and accompanying persons to and from the Assembly Rooms. These coaches will depart between 18.30 and 18.45 from the Main Bus Station on Campus which is located in the East Car Park to take delegates and accompanying persons to the Assembly Rooms and coaches will be departing from the Assembly Rooms between 11.00 and 11.15 to return people to the university campus.

Accompanying Persons' Day Itineraries

Monday, 10th September 2007

Your guides with coaches will meet the accompanying persons at the main bus stop on the university campus at 10.00 and transfer them to the centre of Bath. The group will be dropped in Orange Grove, near Bath Abbey, and the guides will take them on a walking tour of the city which will include a history of the city, show them the principal sights and tell them stories about the extraordinary range of people Bath has attracted over the centuries. During the tour, there will be a visit to the Roman Baths and morning coffee in the Pump Room which is always a very special experience (cost included).

The tour will end at about 13.30 and the delegates will have some free time to have lunch, explore other museums and the shops. Our guides will show the group where to find the museums, high quality restaurants and shops during the tour. The accompanying persons will need to make their way back to Orange Grove where the coaches will meet them at 16.00 to transfer them back to the University, where they will arrive at about 16.20. If any accompanying persons wish to return to the University straight after the tour, there are taxis or public buses.

Tuesday, 11th September 2007

Your guides with coaches will meet the accompanying persons at the main bus stop on the university campus at 09.30 and they will drive to Bradford on Avon. Here there will be a tour of this pretty riverside town with visits to the Saxon church and the incredible 14th century tithe barn. The group will then travel on to Stourhead with its fine Palladian mansion containing furniture by Chippendale the

Younger. The house is set in one of the most beautiful landscaped gardens in Britain with a lake surrounded by classical temples and an incredible collection of exotic trees. It is a very special place to visit.

On arrival at Stourhead there will be morning coffee, followed by a tour of the house. After the tour the group will have a 2 course lunch with wine and coffee, and will be able to spend the afternoon exploring the gardens. There will be time for tea before the group depart and return to the university, arriving back at approximately 17.30 (costs included).

Other Useful Information

Accommodation Services Centre (ASC)

The ASC is located to the front of the Westwood Accommodation the staff are here to help ensure you have an enjoyable and comfortable stay. You can visit their office or call them on extension 5883 from an internal phone or 01225 385883 for any enquiries you may have. The opening hours are: Monday to Friday 8.30am to 10.00pm; Saturday and Sunday 9.00am to 10.00pm.

Emergencies

The University Security Office is located on the main Parade opposite the Fresh Shop and is manned 24 hours a day. In an emergency they can be contacted from any University phone by dialing 666, for non-emergencies they can be contacted on extension 5349, or 01225 385349.

Taxis

We have an agreement with V Cars which means they will give our delegates priority service, if they mention the conference. Their phone number is 01225 464646. A few other recommended companies are: Abbey Taxis 01225 444444; Bath Taxis 01225 447777 and City Taxis 01225 840333. The easiest way to pick up a taxi in the city centre is to go to the taxi rank which is directly in front of the Abbey.

Campus Facilities

The Parade Bar

Is located on The Parade Level 2 and offers a wide selection of food and snacks throughout the day, is fully licensed and is open as follows: Monday to Friday 11.00am to 11.00pm ; Saturday 5.00pm to 11.00pm; Sunday 5.00pm to 10.30pm.

Dolce Vita

Is an espresso bar located on The Parade Level 2 next to the Fresh Shop and is open for breakfast and light snacks, speciality teas and coffees and is open: Monday to Friday 8.00am and 4.00pm; Saturday and Sunday 9.00am to 4.00pm.

Munchies

Located within the Students' Union Norwood House Level 2, serving a wide variety of foods including burgers, jacket potatoes, sandwiches and pizzas and is open Monday to Friday from 8.00am to 3.30pm and some weekends (please check venue for opening hours).

Shops, Post Office & Newsagents

The Fresh Shop and Fresh Oriental are located on the Parade at the foot of Wessex House and are stocked with everyday groceries and magazines, Fresh also includes a Post Office. On level 2 (parade level) of Norwood House can be found the Student Union Shop and the campus branch of the bookshop Waterstone's. Post collection boxes are located outside the Fresh Shop and the 3 East Building. The shops are open:

Fresh - Monday to Friday 7.30am to 7.00pm; Saturday & Sunday 9.00am to 4.00pm.

Post Office - Monday to Friday 9.00am to 5.30pm (Closed for lunch 1pm to 2pm).

Fresh Oriental - Monday to Friday 11.00am to 5.00pm

SU Shop - Monday to Friday 8.30am to 5.30pm

Waterstone's - Monday to Friday 9.00am to 5.00pm

Banks

There are banks on the campus with cash machines. All are located on the Parade just along from the Fresh Shop. There is also an Alliance and Leicester machine located in the Students' Union (Level 2 Norwood House). Opening hours are as follows: Barclays Bank - Monday to Friday 10.30am to 2.30pm; NatWest Bank - Monday to Friday 10.00am to 3.00pm.

Launderette

There are launderettes on campus, these can be used by delegates staying in University accommodation. There are laundrettes in Eastwood, Westwood and Norwood. The Eastwood Laundrette is located next to the Eastwood A housekeepers office, the Westwood laundrette is next to the Accommodation Services Centre, and the Norwood Laundrette is on level 2 of Norwood House opposite Munchies.

Transport

There is a regular bus service from the University bus stop (East Car Park) to the city centre. The bright orange bus, which are numbers 18 or 418, is the most frequent and quickest bus service to and from the city centre. The train station is a 2 min walk from the bus station in the city centre. The bright orange operates: Monday to Friday runs from 7.40am until 10.55pm approximately every 15mins; Saturday runs from 7.40am until 10.55pm approximately every 20 mins; Sunday runs from 8.55am until 10.55pm and approximately every 30 mins.