



UK Wind Engineering Conference

5 - 7 September, 2016
Nottingham, UK

A tram goes directly from Nottingham train station to University Park, with stops at Queen's Medical Centre, the South Entrance to University Park and adjacent to the Highfields Sports Ground. For tram details see www.thetram.net

The bus stop closest to Nottingham train station is Broadmarsh bus station (for Trent Barton's Indigo services). For details see www.trentbarton.co.uk/services/indigo/maps-and-times

CONTACT NUMBERS WHILST AT NOTTINGHAM

For help with issues on site, contact the University Security Office on **+44 (0)115 951 3013**

For the organiser, contact Paul Freathy on **+44 (0)7802 430 520**

ON ARRIVAL

Check-in for accommodation

If you have booked accommodation at Lenton & Wortley Hall, please go first to the Porter's Lodge to check in and get your room keys. We have been advised that rooms should be available to occupy from 11.30am on Monday. If you are arriving on Sunday keys should be available from 3pm to 8pm.

Your room will either be a single-study bedroom with ensuite facilities or a twin-room set with facilities where one of the two rooms is locked off to provide you with an effective en suite bathroom. There will be tea/coffee-making facilities in the room and towels.

If you have booked accommodation at the Orchard Hotel then you can park and check-in there. The time of room availability may be later at the hotel.

Registration for the meeting

Registration for the conference itself will be in the ESLC close to the meeting room. Signs in the ESLC will direct you. The registration desk will be open from 12:30 on Monday 5th September 2016. Lunch will also be available at this location.

The desk will be open again from 08:30 on Tuesday 6th and again on Wednesday 7th.

Delegate Packs

When you register with the conference desk you will receive a Delegate Pack that contains a copy of the latest programme. Please check this carefully in case there have been any last minute changes. There will also be a copy of the bound Proceedings, a confirmation of the meals/rooms you have booked and a name badge. Please wear your badge during the conference both to identify you as a delegate and to make it easier for those who you may talk to during the breaks.



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MEALS

Note 1: The meals available will vary according to what you have booked. There will be a reminder card in your delegate pack that will tell you which accommodation and meals you have booked.

Note 2: Times shown may vary as a result of forced changes to the presentation timetable. Changes will be announced and posted outside the meeting room.

Note 3: Please advise us of any special dietary requirements, before arriving.

Note 4: Due to the small numbers staying on Sunday night there is no organised meal that evening. Your options include the brasserie in the Orchard Hotel on campus or Beeston town centre which is approximately 1-2 miles from campus. There you will find a small selection of restaurants.

Breakfast is available ONLY for those who have paid for overnight accommodation the previous night. It will be in the dining hall of Lenton & Wortley Hall (or the hotel if you are staying there).

Lunch is provided for all delegates who have paid for the conference on that day. Lunch will be available from 12:30 on Monday and as shown in the programme on Tuesday and Wednesday. It will be served close to the meeting room in the ESLC.

Monday's evening meal will be available ONLY for those who have paid for overnight accommodation at Lenton & Wortley Hall. It will be served in the dining hall from 19:00.

Tuesday Conference Dinner, which will be held in the Council Room of the Trent Building, which is No 11 on the campus map (a 10-15 minute walk from the Hall). This dinner is for those who have paid for full registration (normal or student) and those who have paid separately for a dinner ticket. Dress code is smart casual, no jeans.

AUTHORS/PRESENTERS

A (Windows PC) computer and projector with remote control will be available for authors to present their papers. The PC has the Windows 10 operating system and an up-to-date version of PowerPoint. You will not be able to use your own laptop for the presentation so please bring your presentation on a USB stick ready for it to be loaded onto the PC in the meeting room.

It is also possible to connect to your own Dropbox account and download your presentation from there, although we recommend having a USB stick as back up in case of internet failure.

Please make sure that you load and test your presentation, including any animations or videos, well before the start of the session you are due to present in. Session Chairs will endeavour to make sure everything is working for you and to understand any special features of your presentation.

A whiteboard with pens will also be available if you need it.



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The time available for your presentation is shown in the Conference Programme. It is generally 20 minutes including time for questions, although keynote presentations are longer. Please practice your presentation so that you stay within this time limit and allow a few minutes for questions. Session Chairs will be strict on time to ensure that the overall programme does not slip.

Poster papers are not allocated presentation time but will be on display outside the meeting room in the ESLC throughout the conference. Poster authors are encouraged to be available for questions during the breaks in the conference programme. The space available will be equivalent to an A1 sheet of paper in portrait orientation. You are welcome to produce either a single poster or multiple pages to use that space.

ON DEPARTURE

Delegates staying in Lenton & Wortley Hall must check out of their rooms and return the key by 10am on the day of departure. We recommend that you do so immediately after breakfast before heading across to the ESLC for the meeting sessions. Once checked out you will be able to either leave your luggage in your car or in a secure luggage room at the Hall (recommended).

Check out time at the Orchard Hotel is 11am, we believe, but please check. Again, you will be able to store your luggage while you attend any morning sessions.

Remember that lunch is provided on the final day of the conference before you depart.

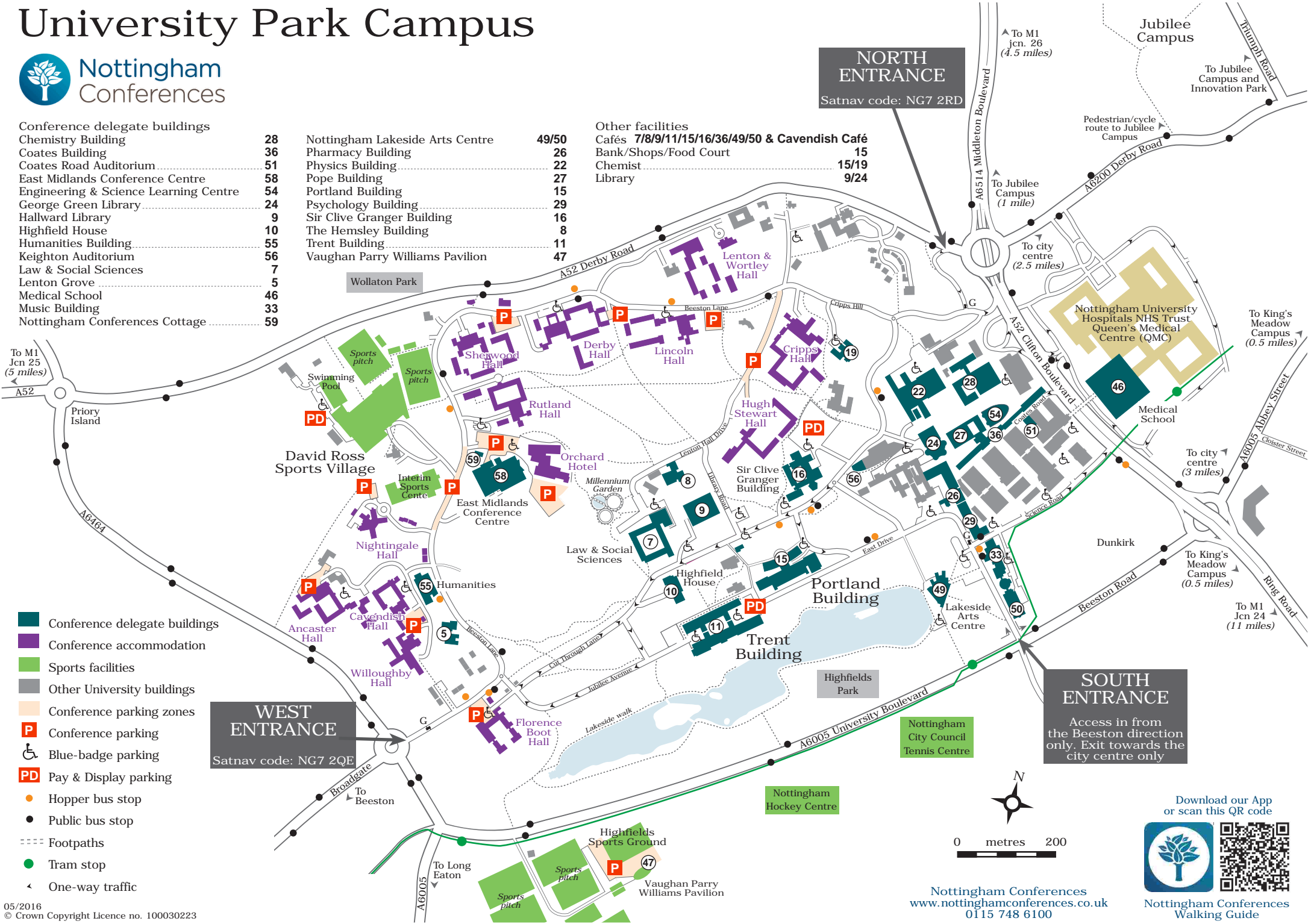
University Park Campus



Conference delegate buildings	
Chemistry Building	28
Coates Building	36
Coates Road Auditorium	51
East Midlands Conference Centre	58
Engineering & Science Learning Centre	54
George Green Library	24
Hallward Library	9
Highfield House	10
Humanities Building	55
Keighton Auditorium	56
Law & Social Sciences	7
Lenton Grove	5
Medical School	46
Music Building	33
Nottingham Conferences Cottage	59

Nottingham Lakeside Arts Centre	49/50
Pharmacy Building	26
Physics Building	22
Pope Building	27
Portland Building	15
Psychology Building	29
Sir Clive Granger Building	16
The Hemsley Building	8
Trent Building	11
Vaughan Parry Williams Pavilion	47

Other facilities	
Cafés	7/8/9/11/15/16/36/49/50 & Cavendish Café
Bank/Shops/Food Court	15
Chemist	15/19
Library	9/24

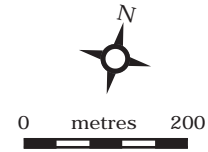


- Conference delegate buildings
- Conference accommodation
- Sports facilities
- Other University buildings
- Conference parking zones
- Conference parking
- Blue-badge parking
- Pay & Display parking
- Hopper bus stop
- Public bus stop
- Footpaths
- Tram stop
- One-way traffic

WEST ENTRANCE
Satnav code: NG7 2QE

NORTH ENTRANCE
Satnav code: NG7 2RD

SOUTH ENTRANCE
Access in from the Beeston direction only. Exit towards the city centre only



Download our App or scan this QR code

Nottingham Conferences Walking Guide