Delegate Handbook

Sponsors

- EMMI
- CERN
- IOP Publishing
- Ip³
- Science & Technology Facilities Council
- UNIVERSITY OF BIRMINGHAM
Contents

Location ......................................................................................................................... 4
Conference Venue ........................................................................................................ 4
Registration .................................................................................................................. 4
Internet .......................................................................................................................... 4
Presenters’ Information ............................................................................................... 4
Posters ............................................................................................................................ 5
Messages ....................................................................................................................... 5
Catering .......................................................................................................................... 5
Food and drink outlets on site ....................................................................................... 5
Social Programme ......................................................................................................... 5
Travel ............................................................................................................................. 6
From Birmingham International Airport to Birmingham city centre .......................... 6
From London Heathrow to Birmingham city centre ..................................................... 6
From Birmingham city centre to the University ........................................................... 7
Local Taxis ..................................................................................................................... 7
Banking Facilities ......................................................................................................... 8
Weather .......................................................................................................................... 8
Safety and Security ....................................................................................................... 8
Useful websites .............................................................................................................. 9
Appendix 1 – Campus Map ......................................................................................... 10
Appendix 2 – Local Train Timetables ........................................................................ 11
Birmingham International (Airport) to Birmingham New Street (Sun) ................... 11
Birmingham New Street to University (Mon-Fri) ..................................................... 11
Location

The conference will be held on the campus of the University of Birmingham, in leafy Edgbaston on the southwest side of Birmingham. The campus is about 3 miles from the city centre. The University has its own railway station aptly called University station. University station is on the west side of campus; the conference venue is centrally located and is an easy 10 minutes walk from the station. You may wish to refer to the Campus Map in Appendix 1, which shows the location of the main buildings referred-to in this document.

Conference Venue

The talks will be held in the Arts building (R16). The plenary and parallel session meeting rooms are to found on the first floor (up one flight of stairs) and will be clearly signposted. Plenary sessions will be held in the Arts Main Lecture Theatre (Room 120). The parallel session meeting rooms (Rooms 125 and 127) are adjacent to the main lecture theatre. Please see Presenters’ Information below for details on the meeting rooms facilities.

The Welcome Reception on Sunday and the Poster Session on Tuesday will take place in the Bridge Study Room that spans the service road between Poynting Physics (R13) and Watson building (R15). Access to the Bridge Study Room can be made either from the Poynting Building or from Physics West (R8). There will be clear directions to the Bridge Study Room when you enter the buildings.

Registration

You will be able to register for the conference and collect your conference pack either at the reception on Sunday evening, 18.30 – 20.30 in the Bridge Study Room (R13), or from 8.30 on Monday in the Arts building (R16).

Internet

You will receive a personal username and password with your conference pack to give you access to the University’s UOBGUEST wireless network, which is accessible anywhere on campus. Alternatively, you can obtain Internet access on campus if you are already registered with eduroam.

Presenters’ Information

The main lecture theatre used for the plenary sessions seats 215 in tiered rows. There are two projection screens in the main lecture theatre if needed. The parallel sessions will be held in adjacent lecture rooms all located on the same floor of the Arts Building (R13). Each lecture theatre has a lectern PC that is installed with the latest version of Microsoft Office and Adobe Reader.
We will be using Indico for managing the talks. We request that presentations are uploaded well in advance of the session in which you are talking. If you have a CERN account you should be able to upload your own talk. Talks can be uploaded in either PowerPoint or PDF format. In case of problems, talks can be uploaded via USB memory stick on the lectern PC in between sessions.

Posters

If you are presenting a poster, please note that the maximum size of the poster is A1 (841 x 594 mm). You will be able to display your poster in the Bridge Study Room (R13) from Tuesday morning. The poster session is on Tuesday afternoon.

Messages

In case of emergencies at home while you are away messages can be passed to the conference organisers via Mrs Carolyn Fox on +44-121-415-8750 (Mon–Fri, 9 am–5 pm) or via the email address sqm2013@contacts.bham.ac.uk.

Catering

Lunches will be provided as part of the conference. Lunch will be served in Staff House (R24) in the dining room on the second floor (up two flights of stairs). Tea and coffee breaks will be served in the Arts Building (R16).

Food and drink outlets on site

There are several fast food outlets on campus, however, please note that none of these are open in the evening. There is a Starbucks located in the foyer of the Muirhead tower (R21), which is adjacent to the Arts building (R16). Alternatively, Costa is located in the entrance to the Brammall Music building (R12). See the campus map in Appendix 1.

Social Programme

Companions are welcome to attend the Welcome Reception and Poster Session. There will be an excursion on Wednesday afternoon either to Warwick Castle or for a walk amongst the Malvern Hills including a stop at a local pub for refreshments. Comfortable walking shoes are recommended for the Malvern trip, but walking boots are not necessary.

The Edgbaston campus is home to the Barber Institute of Fine Arts (http://barber.org.uk/), and next to Winterborne House and Garden (http://www.winterbourne.org.uk), an Edwardian House restored to its period Arts and Craft splendour. A short taxi ride away is Birmingham Botanical Gardens (http://www.birminghambotanicalgardens.org.uk). All are well worth a visit.
Delegate Handbook

Travel

From Birmingham International Airport to Birmingham city centre

Birmingham International Airport is connected to Birmingham city centre by a fast and efficient train service. To get from the airport to the train station, take the free Air-Rail link, which is located on the departures level of Terminal 2. When you exit from Arrivals turn left and walk the short distance to Terminal 2 and take the escalator to the departures level. The Air-Rail link terminal will be directly in front of you.

Birmingham New Street is 10 minutes away on a direct train. There are seven services per hour from Birmingham International to Birmingham New Street. A single ticket costs £3.30.

For those staying in the city centre near New Street Station, taking the train is the best option. Alternatively, you can take a taxi (black cab) from just outside the terminal buildings. All black cabs accept major credit cards and are the only taxis that are licensed to operate from the Airport without prior booking. The journey to the city centre takes 25 minutes or more depending on the traffic and will cost around £25.

From London Heathrow to Birmingham city centre

There are a number of ways to get to Birmingham from London Heathrow airport, which are explained below. The recommended option would be to take the London Underground from Heathrow to London Euston or London Marylebone mainline stations and take a train to Birmingham. See below for further details and check out the useful web links at the end of this document.

Central London can be reached by either taking the Heathrow Express or by taking a London Underground train. Tickets for the Heathrow Express are £34 for a return booked online. Trains run every 15 minutes and the journey time to London Paddington is 15 minutes (21 minutes from terminal 5). You will then need to transfer to the London Underground and make your way to Euston or Marylebone mainline train stations. A cheaper option is to take the London Underground from Heathrow (£5.50 single ticket) with a journey time of 40 minutes on the Piccadilly line to either Euston (change to Northern line at Leicester Square) or Marylebone (change to Bakerloo line at Piccadilly Circus).

London Euston connects with the Northern and Victoria Underground lines (from Paddington take Bakerloo line and change at Oxford Circus). A train to Birmingham with Virgin Trains costs £49 for an off-peak return but considerably more at peak times (Mon-Fri). Cheaper tickets require advanced booking of trains at a specific time, which is not recommended for arriving flights. The journey time is around 1 hour 30 minutes and there are usually 2 or 3 trains per hour. Trains from London Euston stop at Birmingham New Street station.

London Marylebone connects with the Bakerloo Underground line (one stop or 2 minutes from Paddington). A train to Birmingham with Chiltern Railways costs £27.50 for a super off-peak return, which can be bought at the station. This is a flexible fare valid all day at weekends with no need to reserve a specific train. Journey times are around 2 hours with
two trains per hour. There is free Wi-fi on board. Trains from London Marylebone stop at Birmingham Moor Street and Birmingham Snow Hill stations.

Another option is a direct Heathrow-Birmingham connection via National Express coach (bus) service. Journey time is around 2 hours 30 minutes. Cost varies between £12 and £30 in each direction and a specific coach should be booked in advance which will pose problems if your flight is delayed. Frequency varies from three every two hours to only one every two hours. Please allow for potential flight delays before you book.

From Birmingham city centre to the University

We strongly recommend that you travel to/from the University by train. University station is two stops from Birmingham New Street. Trains run every 5-10 minutes at peak times and the journey takes 7 minutes (See timetables in Appendix 2 for morning and evening train times). Birmingham New Street is the main railway station in the heart of Birmingham and is currently undergoing major refurbishment. The main concourse is accessed via the Pallasades Shopping Centre. Trains stopping at University normally leave from platforms 10b or 11b in the direction of Longbridge or Redditch.

A return ticket from Birmingham New Street to the University costs £2.70. Tickets can be purchased each day on the station concourse. Alternatively, you can purchase a seven-day travel card, valid for use on trains within Zones 1-2 for £10.20 (University station is in Zone 2). Please note that travel cards are only valid with a photo id card that will be issued when you purchase the ticket. If you wish to take up this option you will need to provide a passport-sized photo.

TIP: If you are travelling by train from Birmingham airport upon arrival in the UK, you can purchase a travel card and be issued with a photo id card when you buy your ticket from Birmingham International to Birmingham New Street. Please note that you will still need to buy a ticket for travel between the airport and the city centre since Birmingham International station is outside Zone 2. However, you will then be able to travel between the city centre and the University without having to queue to buy tickets.

Local Taxis

There are two different types of vehicle that are licensed to carry passengers in Birmingham. These are London Style taxis, known as Hackney Carriages, and Private Hire vehicles. The main difference is that London style taxis cabs can be flagged down on the street and can be found at taxi ranks at the airport and around the city. Private Hire vehicles must be booked in advance. Failure to do so will mean that you are uninsured in case of an accident.

Hackney Carriages are fitted with a meter that shows the cost of the journey as it accumulates. Private Hire vehicles may or may not be fitted with a meter, in which case the cost of the journey should be agreed in advance.

All taxis display a licence issued by Birmingham City Council to show that they can carry paying passengers.
Banking Facilities

There are three banks on campus, Lloyds TSB, Barclays and Santander. Each bank has an ATM from which you can withdraw cash using a debit or credit card. Counter services are also available during normal working hours if required. Lloyds TSB and Barclays are located in University Centre (R23 on the campus map) and Santander is in the Guild of Students building adjacent to the main East Gate.

Weather

The weather in the UK is notoriously unpredictable. At the time of writing (mid-July) we are enjoying a heat wave with daytime temperatures in the mid-to-high 20s degrees Celsius and evening temperatures in the mid-teens. The average daytime temperature in July and August is 21°C. On average, it rains on 18 days of the month in July and August. Whilst we hope it stays hot and dry it is wise to bring a light raincoat if you have one and a sweater for the evenings.

Safety and Security

The University of Birmingham is located in one of the safest parts of Birmingham. The campus is free from major traffic and is patrolled by unformed security staff. In the unlikely event of a security incident on campus, the campus security number is +44-121-414-4444 or 44444 (five fours) from a University phone. Likewise, the city centre is generally safe to explore in the evenings. You are advised to observe the usual safety precautions of sticking to well lit and populated areas, and walking around in groups rather than on your own. If you do get into difficulty, the emergency number for police, ambulance and fire brigade is 999 or 112. This number can be dialled free of charge from any phone including mobiles. For non-emergency but urgent medical queries you can call local NHS healthcare services in England by calling 111. If it is an emergency call 999 or 112. Once again, calls are free from landlines and mobile phones.
Useful websites

http://www.nationalrail.co.uk - train timetables
http://www.birminghamairport.co.uk/transport-and-directions.aspx - travel options to/from Birmingham International
http://www.birmingham.ac.uk/maps/map.aspx - interactive campus map
https://www.heathrowexpress.com - Heathrow express bookings
http://www.virgintrains.co.uk - Virgin trains (times and booking)
http://www.chilternrailways.co.uk - Chiltern Railways (times and booking)
http://www.nationalexpress.com - National Express coach (bus) service
Appendix 1 – Campus Map
Appendix 2 – Local Train Timetables

Birmingham International (Airport) to Birmingham New Street (Sun)

<table>
<thead>
<tr>
<th>Train Company</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>LM</th>
<th>AW</th>
<th>VT</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>AW</th>
<th>VT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration</td>
<td>00:20</td>
<td>00:12</td>
<td>00:10</td>
<td>00:11</td>
<td>00:10</td>
<td>00:14</td>
<td>00:18</td>
<td>00:11</td>
<td>00:10</td>
<td>00:12</td>
<td>00:11</td>
<td>00:10</td>
<td>00:10</td>
<td>00:12</td>
</tr>
</tbody>
</table>

Sunday
Outward continued

<table>
<thead>
<tr>
<th>Train Company</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>LM</th>
<th>AW</th>
<th>VT</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>LM</th>
<th>VT</th>
<th>XC</th>
<th>AW</th>
<th>VT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration</td>
<td>00:18</td>
<td>00:11</td>
<td>00:10</td>
<td>00:11</td>
<td>00:12</td>
<td>00:10</td>
<td>00:11</td>
<td>00:12</td>
<td>00:18</td>
<td>00:11</td>
<td>00:10</td>
<td>00:12</td>
<td>00:10</td>
<td></td>
</tr>
</tbody>
</table>

Birmingham New Street to University (Mon-Fri)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Birmingham New Street depart</td>
<td>07:30</td>
<td>07:33</td>
<td>07:43</td>
<td>07:53</td>
<td>07:59</td>
<td>08:03</td>
<td>08:13</td>
<td>08:23</td>
<td>08:30</td>
<td>08:33</td>
<td>08:43</td>
<td>08:49</td>
<td>08:53</td>
<td>09:03</td>
</tr>
<tr>
<td>University (Birmingham) arrive</td>
<td>07:36</td>
<td>07:40</td>
<td>07:50</td>
<td>08:00</td>
<td>08:05</td>
<td>08:11</td>
<td>08:20</td>
<td>08:30</td>
<td>08:36</td>
<td>08:40</td>
<td>08:50</td>
<td>08:55</td>
<td>09:00</td>
<td>09:10</td>
</tr>
<tr>
<td>Duration</td>
<td>00:06</td>
<td>00:07</td>
<td>00:07</td>
<td>00:07</td>
<td>00:06</td>
<td>00:08</td>
<td>00:07</td>
<td>00:07</td>
<td>00:06</td>
<td>00:07</td>
<td>00:06</td>
<td>00:07</td>
<td>00:07</td>
<td>00:06</td>
</tr>
</tbody>
</table>

Monday to Friday
Return

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration</td>
<td>00:07</td>
<td>00:06</td>
<td>00:09</td>
<td>00:08</td>
<td>00:12</td>
<td>00:07</td>
<td>00:09</td>
<td>00:07</td>
<td>00:06</td>
<td>00:09</td>
<td>00:07</td>
<td>00:13</td>
<td>00:07</td>
<td>00:08</td>
</tr>
</tbody>
</table>

LM = London Midland
VT = Virgin Trains
XC = Cross Country
AW = Arriva Trains Wales

See: [http://www.nationalrail.co.uk](http://www.nationalrail.co.uk) for further train times