

OER11 Manchester Conference Centre, 11 - 13 May 2011

Joining Instructions

<http://www.ucel.ac.uk/oer11/>

ORIENTATION & MAPS

The conference takes place in the:
Manchester Conference Centre
Weston Building, Sackville Street
Manchester, M1 3BB
Tel: +44 (0)161 955 8181

A map of the venues is attached. For further details please see:
<http://www.manchesterconferencecentre.co.uk/location/>

REGISTRATION

Registration is open in the Upper Foyer from 09:00 -10:30 on Wednesday morning and 08:00 - 09:00 on Thursday morning. The desk will also be manned throughout the conference.

RECEPTION

Reception is open 24 hours.

ON ARRIVAL

Please report to reception where a luggage storage room is available if the rooms are not yet ready. Rooms are available from 14.00.

ON DEPARTURE

On the day of departure, delegates are asked to vacate their rooms by 11.00.

BEDROOM FACILITIES

All rooms are provided with tea/coffee making facilities, towels and toiletries, hairdrier and TV. Complimentary high-speed internet access (cable only - available from reception) is provided in all hotel bedrooms. Bedrooms are cleaned, towels changed and beds made every day.

IT FACILITIES

All bedrooms have wired broadband internet access (see above). There is wireless internet access available throughout the Conference Centre. This is accessible as follows: Open your wireless network adaptor. Connect to 'The Days Inn' network. The network is unencrypted.

BREAKFAST

Breakfast is served in the Western Restaurant between 07.00 - 10.00.

LUNCH

Lunch is a hot fork buffet served in the Hub between 12.30 and 13.30 each day.

TEA & COFFEE

Tea and coffee are always available in the Hub on a self-service basis. There is also a water and juice machine.

WELCOME RECEPTION & SOCIAL MIXER

This takes place on Wednesday 11 May at the CUBE gallery, Portland Street (please see the map). Wines and canapés will be served between 18.00 - 19.30 and there will be one or two (brief!) welcoming speeches. The CUBE is around 10 minutes walk from the Conference Centre.

RECEPTION & GALA DINNER

The Gala Dinner on Thursday is in Western Room 1 at 19.30. There is a wine reception in the bar at 19.00.

PLEASE NOTE: Admission to the social events will be via the logos on your name badge so please ensure you wear it at all times.

CONFERENCE SESSIONS

OER11 conference sessions take place in the Cockcroft Theatre and Breakout Rooms 4/4a and 6. Please see the Conference Centre floorplan.

SECURITY

Reception is open 24 hours. It is strongly recommended that delegates lock their rooms at all times. The Centre is not insured for loss or theft of any items belonging to visitors to the Centre.

DRY CLEANING SERVICE

There is a laundry bag and form in the bedroom, along with a price list. Place the items you wish to be cleaned into the bag, fill out the form and drop the bag to Reception before 09.00 for the laundry to be returned by 18.00 the same day.

ANIMALS

Please note that pets are not allowed.

TAXIS

Reception can arrange taxis on request.

Street cars – 0161 228 7878 (for local journeys)

Eco Cars - 0161 998 7777 (for longer journeys)

ARRIVING BY AIR

TRAIN to Piccadilly

Up to 9 trains an hour link the airport to Manchester Piccadilly station. From there it is a short walk (3 mins) to the Conference Centre - please see the map.

TAXI to Manchester Conference Centre

Taxi ranks are to be found just outside all three Terminals, making it simple to find and arrange a cab.

ARRIVING BY TRAIN

The Conference Centre is a short walk (3 mins) from both Oxford Road and Piccadilly railway stations - please see the map. It is 5 mins by tram from Victoria station. For the quickest walking routes see:

http://www.manchesterconferencecentre.co.uk/uploads/Step_by_step_location_map_.pdf

ARRIVING BY CAR

By road the Conference Centre is easy to find: just off the A57M Mancunian Way at the A34 exit, with rapid links to the motorway network, including the M6, M56 and M1. For detailed instructions and route information see:

http://www.manchesterconferencecentre.co.uk/uploads/Step_by_step_location_map_.pdf

PARKING

There is a 700 space NCP car park nearby on Charles Street, open 7 days a week.

Manchester Conference Centre, Weston Building, Sackville Street, Manchester, M1 3BB
Cube Gallery, 113 - 115 Portland Street, Manchester, M1 6DW

