## **20th Annual NAPICU Conference** Thursday 10<sup>th</sup> – Friday 11<sup>th</sup> September 2015 University of Warwick



# **Delegate Joining Instructions**

## **Conference Registration**

Registration for the Main Conference will take place in room R.03 to the right of the foyer in the Ramphall Building.

Registration Opening Times:	
Thursday 10 <sup>th</sup> September:	08.00 – 17.00
Friday 11 <sup>th</sup> September:	08.45 - 13.30

Please remember to bring your confirmation of registration with you. At the registration desk you will receive your delegate information and badge - **please wear your badge at all times**, this is a security requirement and will enable you to identify fellow delegates.

## **Training Event Registration**

Registration for the Pre-Conference Training Event will take place in the main foyer of the Ramphall Building

<b>Registration Opening Times:</b> Wednesday 3 <sup>rd</sup> September:	13.45 – 15.00
Conference Organisers	
Northern Networking Events Ltd Scottish Enterprise Technology Park 2 <sup>nd</sup> Floor, Nasmyth Building 60 Nasmyth Avenue East Kilbride G75 oQR	
Telephone: Fax: Email:	+44 (0) 1355 244 966 +44 (0) 1355 249 959 <mark>enquiries@northernnetworking.co.uk</mark>
Contact Telephone Numbers	
University of Warwick: Warwick Conference Centre Website: Warwick Tourist Information: Warwick Tourist Information Website: Coventry Tourist Information: Coventry Tourist Information Website:	+44 (0) 24 7652 8910 http://www.warwickconferences.com/ +44 (0) 1926 492 212 http://www.visitwarwick.co.uk/ +44 (0) 24 7622 5616 http://www.visitcoventryandwarwickshire.co.uk/



## **Catering Entitlements**

The full delegate registration fee includes:

- Hot buffet dinner on Wednesday 9<sup>th</sup> September between 18.30-20.30 served in the Rootes Restaurant on campus
- Breakfast on Thursday 10<sup>th</sup> September which will be served between 07.30 09.00 in the Rootes Restaurant on campus
- Cold buffet lunch on Thursday 10<sup>th</sup> September served around the exhibition area in the Ramphall Building
- Gala Dinner on Thursday 10<sup>th</sup> September held at Coombe Abbey, Coventry from 19.30 midnight. Please note a ticket is required to attend this dinner. Please ensure you book your ticket on the registration form. Buses are provided and full information will be provided on your ticket
- Breakfast on Friday 11<sup>th</sup> September which will be served between 07.30 09.00 in the Rootes Restaurant on campus
- Hot lunch on Friday 11<sup>th</sup> September in the Rootes Restaurant on campus
- Tea/Coffee during official breaks

### Accommodation – Key Collection

Accommodation will be in Jack Martin student accommodation. Rooms will be en-suite and allocated on arrival. Please check in at the conference reception located within the Student Union Building. Check in is available from 15.00 – 23.00. If you are planning on arriving later than 22.45 please contact the University in advance on **02476 528 910** or email wcpreception@warwick.ac.uk to arrange key collection from an alternative location. Once reception is closed, there is clear signage on the main door explaining the process for late arrivals.

Please check out and return your key by 09.30

#### **Internet Access**

Campus wide Wi-Fi is available for free once you have created an account on your device.

#### **Travel Details**

Just 4 miles from Coventry City Centre, Warwick University is situated at the hub of the central motorway network

#### By Car

Postcode: CV4 7AL (Conference Park Reception, Student Union Building)

AA Route Planner	www.theaa.com/routeplanner
Google Maps	http://maps.google.co.uk

Once on campus, please follow the blue Warwick Conferences signage to direct you to the car parks and conference venues.

Arriving from the North: From M69/M6 interchange (M6 Junction 2) take A46 towards Warwick and Coventry S & E; after approx. 3.5 miles you will reach Tollbar End Roundabout, take the 3<sup>rd</sup> exit to follow signs for A45 Birmingham; after approx. 3 miles you will cross the A429 (Kenilworth Rd), half a mile after this junction take the left-hand turn sign-posted "University of Warwick"; follow signs for University of Warwick (and Warwick Arts Centre) across 2 roundabouts. You are now approaching The University of Warwick from Kirby Corner Road

Arriving from the South East: From M45 Junction 1 take the A45 towards Coventry; after approx. 7 miles you will reach Tollbar End Roundabout, take the 2<sup>nd</sup> exit to follow signs for A45 Birmingham; after approx. 3 miles you will cross the A429 (Kenilworth Rd), half a mile after this junction take the left-hand turn sign-posted "University of Warwick"; follow signs for University of Warwick (and Warwick Arts Centre) across 2 roundabouts. You are now approaching The University of Warwick from Kirby Corner Road

#### **NAPICU Administrative Office**



Arriving from the South: From M40 Junction 15 take the A46 towards Coventry; after approx. 8 miles leave A46 at junction signposted "University of Warwick and Stoneleigh"; After a further 1.5 miles you will cross the A429 (Kenilworth Rd). You are now approaching The University of Warwick from Gibbet Hill Road

Arriving from the West: From M42 Junction 6 take the A45 towards Coventry; after approx. 9 miles you will pass a large Sainsbury's supermarket on your left; at the next roundabout take the right hand exit signposted "University and Canley); follow signs for University of Warwick (and Warwick Arts Centre) across two roundabouts. You are now approaching the University of Warwick from Kirby Corner Road

#### Car Parking

Free car parking is available for conference delegates in car parks 7, 8, 8A, 9, 10 and 15. These car parks will have blue conference park signs and no barriers. A printed permit must be displayed at all times, information on obtaining a permit will be sent to registered delegates nearer to the event.

#### By Train

The nearest train station is Coventry Intercity Station, 4 miles from the University Campus, a taxi from here would cost approximately £11.00. Birmingham International Railway Station is also close to campus and a taxi wold cost approximately £27.00

#### By Bus

The number 12 bus runs from Coventry Bus Station, via Coventry Train Station to the University Campus. For full service information please visit the website <a href="http://nxbus.co.uk/routes/coventry/C012/?timetable[day]=&">http://nxbus.co.uk/routes/coventry/C012/?timetable[day]=&</a>

#### By Air

Birmingham International Airport has direct flights from locations in the UK, as well as from Europe, USA, Canada and the Middle East. The journey by taxi from the airport to the University takes approximately half an hour.

#### By Taxi

There are taxi ranks at the train station, bus station and throughout the centre. There is a taxi rank on campus on Health Care Road opposite Warwick Arts Centre

#### **Messages**

If colleagues or family members require to leave an urgent message for you, the Conference Park Reception is open from 07.00 – 23.00 +44 (0)2476 528 910

Delegates must wear their badges at all times during the conference for security and catering purposes. Any delegate not wearing their badge will not be allowed access to the conference facilities. NB: Cancellation of registration will only be accepted in writing. Please check terms and conditions on the registration form.

#### **NAPICU Administrative Office**

Scottish Enterprise Technology Park, Nasmyth Building, 60 Nasmyth Avenue, East Kilbride, G75 oQR Tel: +44 (0)1355 244585 Fax: +44 (0)1355 249959 email: info@napicu.org.uk

#### **Campus Map**

