



**EARLY/LATE ARRIVALS** - Delegates arriving on Monday can register for the main conference as detailed above. To register for accommodation out of hours please follow the instructions under 'Accommodation Check-in'.

### **ACCOMMODATION – Lindsay Hall / Holly Cross**

All delegates will be accommodated in single, en-suite rooms with shower, toilet and washbasin, at Lindsay Court or Holly Cross. Towels and toiletries are provided and each room is equipped with a telephone, **wired** Internet connection (no wireless connection), and tea/coffee making facilities.

Rooms will be available from 1.00pm on the day of arrival. A luggage room will be available close to reception in the Chancellor's Building for early arrivals.

A choice of continental or full English breakfast will be available in the Comus Restaurant, Chancellor's Building, from 7.00-8.30am.

**A campus shuttle bus will run between Chancellor's Building and Halls between 1.00pm to 2.00pm, and 5.30-6.30pm, on Tuesday, and again from 7.30-8.45am on Thursday morning.**

Should you require assistance with your accommodation at any time during your stay, contact the Reception Desk in Chancellor's Building, extension 33283 or 34095, or note the contact numbers listed at the end of the Guide (which will be in your delegate bag, issued at Registration), or the Information Sheet in your bedroom.

### **Telephones**

All bedrooms are equipped with a free room to room direct dial telephone. In order to use your phone externally you will need to purchase a 'Free Wire' card from the Chancellor's Building Reception. **Mobile telephones:** *signal and reception can be patchy in some parts of the campus, depending upon your provider.*

### **Accommodation Check-in**

Rooms will be available after 1.00pm for check in on the day of arrival. Registration for accommodation, and keys, will be at Chancellor's Building Reception.

Please inform the Networkshop Administrator prior to arrival, of any difficulties you may have in the unlikely event of an evacuation (e.g. hearing or walking difficulties).

### **Out of Hours check-in**

Between 9.30pm and 7.00am keys can be collected from 24 hour security at the Darwin building (reference no. 1 on the campus map).

### **Departure**

Delegates must vacate their room by 9.30am on the day of departure. On departure keys are to be deposited at Chancellor's reception. A room will be available for luggage storage for delegates from 9.00am on Tuesday 9 April to lunchtime on Thursday 11 April, in Chancellor's Building.

Please note there will be a charge of £25.00 for any lost bedrooms keys

## **MEALS & REFRESHMENTS**

(Please see the programme in the Guide for confirmation of times.)

Breakfast will be served in the Comus Restaurant from 7.00-8.30am (from 7.30am on Monday).

Mid-morning and mid-afternoon refreshments will be served in the Exhibition areas.

A buffet lunch will be served each day – Tuesday, Wednesday and Thursday – in the Comus Restaurant and Atrium, Chancellor's Building. Desserts, coffee and tea after lunch will be served in the Exhibition areas on Tuesday and Wednesday.

A buffet supper will be served in the Comus Restaurant on Tuesday night, from 6.30-8.30pm.

Delegates who have to leave immediately sessions finish on Thursday may order a packed lunch to take with them. Please order this in advance of the event, or through the Conference Information Desk ***no later than 1.00pm on Tuesday***.

*Dinner is not included on Monday night (apart from the Moonshot delegates). A list of local restaurants and pubs can be found at the end of this document.*

## **BARS**

There is a licensed bar in the Chancellor's Building, Le Café Bar, which will be open on Monday and Tuesday night until 1.00am. On Wednesday night – the Conference Dinner – the bar will be open in Keele Hall until 1.00am.

## **DRINKS RECEPTION WITH EXHIBITORS**

Delegates are invited to join Exhibitors for a Drinks Reception from 5.30-6.30pm on Tuesday 3 April. This will take place in the Exhibition areas.

Thank you to our sponsors for the Drinks Reception – **Easynet**. [www.easynet.com](http://www.easynet.com)

## **CONFERENCE DINNER**

On the evening of Wednesday 10 April, the Conference Dinner will be served in the Ballroom, Keele Hall.

Dress is smart casual.

Keele Hall is on campus and just a few minutes walk from accommodation. However a minibus shuttle will be provided at the end of the evening for those who do not wish to walk.

There will be a drinks reception before dinner in the Great Hall, Old Library and Salvin Room. We are very grateful to **Data Integration, An Xchanging Company**, for sponsoring the drinks reception. [www.dataintegration.com](http://www.dataintegration.com).

A cash bar will be available for the purchase of drinks during and after dinner, in the Ballroom.

Every year we find there are some who prefer to make their own arrangements for dinner on the Wednesday night – if you wish to opt out and did not do so on the booking form, please send an e-mail, or sign the list at registration when you arrive.

## **SMOKING**

This is a 'NO SMOKING' conference. Please refrain from smoking within any of the University buildings. The University also operate a no smoking policy in all buildings but there are designated smoking areas around campus

## **FACILITIES ON CAMPUS**

### **Shops and Cashpoint**

There is a variety of small stores, including a Convenience Store, Newsagent, Post Office and Waterstones bookshop, located at the centre of the campus next to the Students' Union. There are also a number of cash dispensers in the same location.

## **SPORTS FACILITIES**

All residential guests have complimentary use of the Fitness Centre, in order to use the gym equipment an induction will be required, please telephone the Sports Centre Reception to arrange this during your visit. Other facilities including squash and tennis courts are available at a charge. To make use of the facilities please take your bedroom key and present it at the Sports Centre Reception. For more details go to:

<http://www.keele-conference.com/44/sports-centre>

External / Internal extension:

01782 733368 / 33368

*Please note, there is no swimming pool on campus.*

## **CONFERENCE PROGRAMME**

On the website, [networkshop.ja.net](http://networkshop.ja.net), click on the Programme tab.

All plenary and parallel sessions, the exhibition and catering (except the Conference Dinner) will take place in the Chancellor's Building.

Please note the exhibition opens at 11.00am on Tuesday 9 April. The conference opens at **1.45pm** on Tuesday 9 April. Lunch on Tuesday is included and will be served from 12.00pm in the Comus Restaurant.

### ***eduroam Forum, Tuesday 9 April***

*This meeting will be held in Chancellor's Building from 10.30am. Refreshments will be served before the meeting, from 10.00am. Please come to the Conference Registration Desk for guidance.*

***Moonshot Pilot Meeting, Monday 8 April – instructions will be sent separately.***

## **CONFERENCE & EXHIBITION GUIDE**

You will find this very comprehensive booklet in your delegate bag at registration and posted on the website prior to the conference. Please take time to read through it as it contains essential information to help you enjoy your stay. Conference Programme, Speaker profiles and abstracts will be included, plus details about exhibiting companies.

In addition, you will be given an easy-reference pocket guide to help you find your bearings and select sessions you wish to attend.

Every year we strive to improve the information and handouts we give you at Networkshop according to requests and suggestions made in feedback forms. Further details will be available at the event.

### **TECHNICAL COMMUNICATION**

Communication facilities – including Internet access and Wireless LAN – will be available to delegates during the conference. Full details will be provided with your joining instructions prior to the event and on the website. Wireless networking will be available in all of the conference areas. This will be fully integrated with Janet Roaming.

PCs with Internet access will be available to all delegates in the Delegate Lounge on the ground floor of Chancellor's Building.

A username and password will be required to log-in to these facilities, in academic buildings, the exhibition, the restaurant and also in your accommodation (please note this is a wired connection); these will be issued on registration at the Conference Information Desk in the Gallery, Chancellor's Building. Data cables will also be available.

**Wifi will not be available in the accommodation.**

## Local Dining Information for delegates arriving on Sunday/Monday

*The staff on reception in Chancellor's Building will be pleased to help you and advise on transport and locations.*

### Local Public Houses

- \* **The Sneyd Arms** - The Village Green, Keele, Newcastle, ST5 5AD – 01782 614533  
Opening times: (Bar: 12pm – 11pm) Restaurant Mon/Sat: 12am–9pm - Sun: 12am–8pm
- \* **Dick Turpin** - Gallowstree Lane, Newcastle, ST5 2QS – 01782 626752  
Opening Times: (Bar: 12pm – 11pm) Restaurant: 12am – 9pm.  
**Crewe Arms** - Wharf Street, Madeley Heath, CW3 9LP – 01782 750392  
Opening Times: (Bar: 12pm – 11pm) Restaurant: 12 – 2pm & 6pm – 9pm
- \* **Hand and Trumpet** - Main Road, Wrinehill, CW3 9BJ – 01270 820048  
Opening Times: (Bar: 11.30am – 11pm) Restaurant: 11.30am – 10pm)

### Cantonese

- \* **The Regent**, 12 High Street, Newcastle ST5 1RA – 01782 634351  
Opening Times: Mon: Closed – Tues/Sat: 6pm – 11.30pm – Sun: 6pm – 10.30pm

### Chinese

- \* **Buffet Island Chinese Restaurant**, Liverpool Road, Newcastle, ST5 9HP– 01782 633663  
Opening Times: Mon-Thurs: 12pm–3pm & 6pm–11pm Fri & Sat: 12pm–4pm & 6pm–11pm  
Sun: 12pm – 11pm
- \* **Bauhinia Restaurant**: 2 Lyme Drive, ST4 6NW – 01782 719709  
Opening Times: Lunch: 12pm – 2pm (ex. Sundays) Evenings 6.00pm to 11.00pm
- \* **Peaches Restaurant** – Silverdale Road, Newcastle ST5 2TB– 01782 715098  
Opening Times: Mon/Sat: 12.15pm – 2pm & 6pm – 10.30pm Sun: 12.30pm – 3pm

### Indian

- \* **Saffron Restaurant** – 4-6 Pool Dam, Newcastle, ST5 3RR – 01782 661861  
Opening Times: 5.30pm – 10.30pm
- \* **Prachee Restaurant** – Keele Golf Centre, Keele Road, ST5 5AB – 01782 636060  
Opening Times: 12pm – 2.30 & 5pm – 11pm 7 days a week (including Bank Holidays)

### Italian

- \* **Pasta Di Piazza La Favorita** – High Street, Newcastle, ST5 1PS– 01782 617610  
Opening Hours: Mon/Sat 12pm – 3pm & 6pm – 11pm - Sun: 12pm – 9pm
- \* **Pizza Hut** – Unit 2, The Square, High Street, Newcastle, ST5 1PT– 01782 635793  
Opening Hours: Mon/Thurs 11.30am – 10pm Fri/Sat 11.30am – 11pm - Sun 12pm – 10pm

### Tapas/Mexican/Spanish

- \* **Hector Garcias** – 91/93 High Street, Newcastle, ST5 1PS – 01782 617406  
Opening Times: Monday: 5pm – 9pm. Tues - Thurs: 10.30am – 2.30pm & 5.30 – 9pm  
Fri/Sat: (Bar 10.30am. – 12am) (Restaurant: 10.30am – 10pm - Sun: 5pm – 9pm)

### Thai

- \* **Art of Siam** – 30 High Street, Newcastle ST5 1QL – 01782 629664  
Opening Times: 7 days a week – 12pm – 2.30pm & 6pm – 11pm