

ICGL13 Practical Information

Introduction

Welcome to ICGL13. It is a great pleasure to welcome you to London and to the University of Westminster for the 13th International Conference on Greek Linguistics!

This document contains some practical information to make your stay in London and your participation in the conference a little bit easier. It contains details of

- Accessing the wifi network
- Preparations for presenting your paper
- Rooms
- Book exhibition
- Posters
- Refreshments and where you can go for lunch
- The reception and the conference dinner
- Maps

Registration/ Information desk

The Registration and Information desk is located opposite the 115 New Cavendish street building entrance and it will be open throughout the conference duration. Organising Committee members (with blue tags) and volunteers (with yellow tags) will be happy to help with any questions you might have.

Wi-Fi access

If your home university is a member of eduroam, you should be able to connect using your home university email account name and password. Alternatively, ask the Information desk for assistance.

If you are presenting...

All rooms have PCs connected to projectors, which you will be able to use to present slides. If you are presenting a talk, please try to have your slides uploaded to the PC (Desktop) you will be using **before the start** of your session. This will save valuable time between talks.

If you have a Windows laptop, it may be possible to connect the laptop to the projector. However, this will require a volunteer or organizer to switch the projector from PC to laptop input, so please only use this option if you have no way to transfer your slides to the PC.

If you have a Mac laptop, we have a few connectors to connect such machines to the projectors. It would really be a good idea to put your slides on the PC in advance.

Rooms

Plenary talks are held in the Large Lecture Theatre (LLT, C2.12). This can be reached by the main lifts, which are to your right as you enter the building (see ground floor plan in Appendix C at the end of this document). Take the lifts to the second floor, exit the lifts to your right. The entrance to the lecture theatre is about 50 yards ahead and on your right. Please note that the door opens onto the front of the lecture theatre, so if you are late, please enter quietly!

In addition to the Large Lecture Theatre, conference sessions will be held in the following rooms:

- 1.109
- 1.110 (also used for book exhibition- see below)
- 1.111 (also used for poster session – see below)

These three rooms can be accessed either

- Taking the main lifts to the first floor, turning right as you leave the lifts, and following the corridor all the way round to the Clipstone building lifts, and then turning left .
- Taking the stairs from the second floor, carry on straight ahead as you leave the staircase on the first floor.
- From reception, go left, and either take the lifts or the stairs to the first floor. The building has two wings (room starting with a number are on the left wing; rooms starting with C are on the right wing). The two wings communicate on the ground and first floor.

Furthermore, C2.11 is used. It is situated on the same floor as the LLT, on its right.

Book Exhibition

We are pleased to announce that the conference is hosting a book exhibition by a number of publishers. This will be in room 1.110.

Posters

Posters submitted to the conference will be on display throughout the conference in room 1.111. The poster session itself will be during lunch on Friday between 13.00 and 14.30.

Refreshments

Refreshments (teas, coffees etc.) will be served at 11am and 4pm on Thursday, at 11.30 am 4pm and Friday, and at 11am on Saturday outside the Large Lecture Theatre.

Lunch

Lunch is 13.30-14.30 on Thursday, and 13.00-14.00 on Friday and Saturday.

Lunch is not provided by the conference. It can be bought at a variety of on-site or off-site locations.

On-site: the Cavendish campus has a café on the ground floor opposite the main entrance lobby, serving pastries, sandwiches and hot snacks, as well as hot and cold drinks.

Off-site: there is a supermarket (Tesco) five minutes walk from the campus building, which sells sandwiches and drinks (look for the £3 meal deal stickers!). In addition, there are some cafes selling takeaway lunches, and pubs and restaurants selling hot meals. The following is a non-comprehensive list. For each entry, we have given a location key (A, B, etc.), with an estimate of how long it takes to walk there, as well as an indicative price range (£= £2-£7, ££ = £8-£15, £££=£15+), together with some example menu items. See the Local Map in Appendix A at the end of this document for their locations.

Café Ishtar (A, 5 mins/£): serves fresh sandwiches, hot and cold snacks and lunches. For example, a Haloumi Cheese, Tomato and Basil sandwich and a medium Cappuccino to eat in will cost around £6.50).

Chi (B, 5 mins/£): Asian street food café. A large noodle soup is around £6-£7. Noodle salad is around £6.

Tower Tavern (C, 5 mins/££): the university's local pub, serving a range of craft and mass-produced beers and a menu typical of most pubs, including pies, fish and chips etc.

Vasis (D, 5 mins / ££): Greek restaurant, serving ... Greek food! A three course set lunch (meze starters, a choice of chicken souvlaki/moussaka/vegetarian moussaka, with fresh fruit and coffee) will cost around £13-14.

Fish Bone (E, 5-7 mins/££): Traditional fish and chips. A small cod and chips will set you back around £7-£9.

Sensations Sandwich Bar (F, 5-7 mins/£): fresh sandwiches.

Four Lanterns (G, 7-10 mins/£££): another Greek restaurant. Slightly more expensive than Vasis. A chicken souvlaki will cost around £15.

Oriental Dragon (H, 10 mins/££): Chinese restaurant. A Singapore fried curry rice noodle or a stir-fried rice noodles with beef dish will cost around £7.

Pret-A-Manger (J, 5-10 mins/£): slightly up-market (and slightly pricey) sandwiches and hot drinks to take away or eat in.

Café Rio (K, 10 mins/£-££): small continental café (which does nice coffee and cocktails). A spanish omelette will cost around £7-£8, a chicken escalope and salad sandwich will cost around £5-£6.

Please note that, because we are in a primarily office district, some of these places may not be open on Saturday.

Nearby pubs

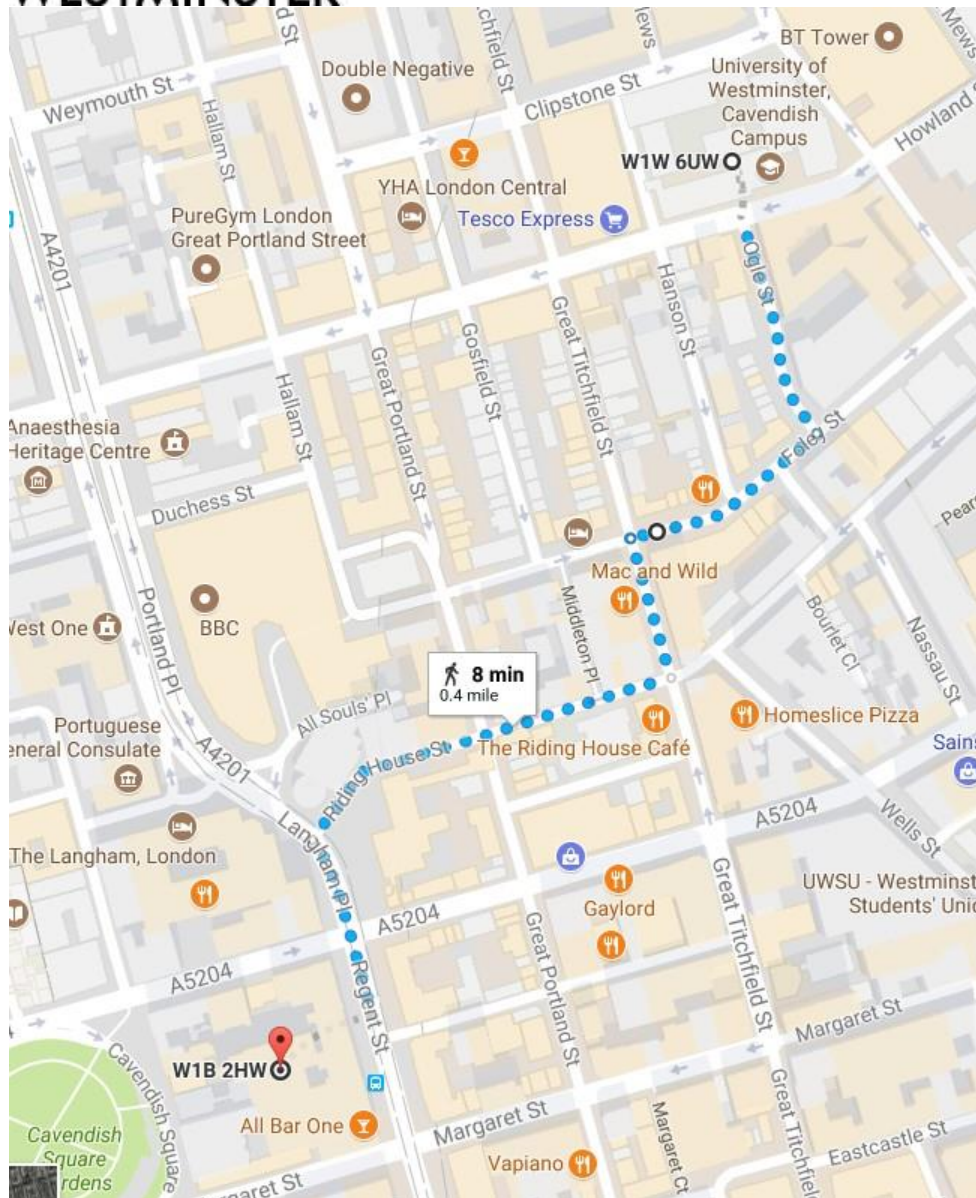
If you feel like a drink after a hard day at the conference, why not visit some of our local pubs? (See local map for locations.)

Tower Tavern (location C, 5 mins): tucked away at the back of the campus building. Reached via Cleveland Street. A favourite haunt of many university staff, although the décor is rather utilitarian. Often has some nice craft beers available.

The Ship Tavern (location L, 5 mins). Smaller, or perhaps more snug, than the Tower Tavern, but more traditional in its décor.

Conference Reception

The conference reception will be held on Thursday 7th September in the Deep End at the campus building in Regent Street. Please arrive 6.45pm for 7pm start. To get to the Reception from the conference venue, please follow the map below. We will try to walk there in a group after the last presentation of the day.



(Google Maps says it's 8 minutes, but in our experience, it's more like 10-15 minutes.)

Upon arrival at the Regent Street campus building, once you are through the entrance gates, follow the signs to the Deep End Refectory.

Conference Dinner

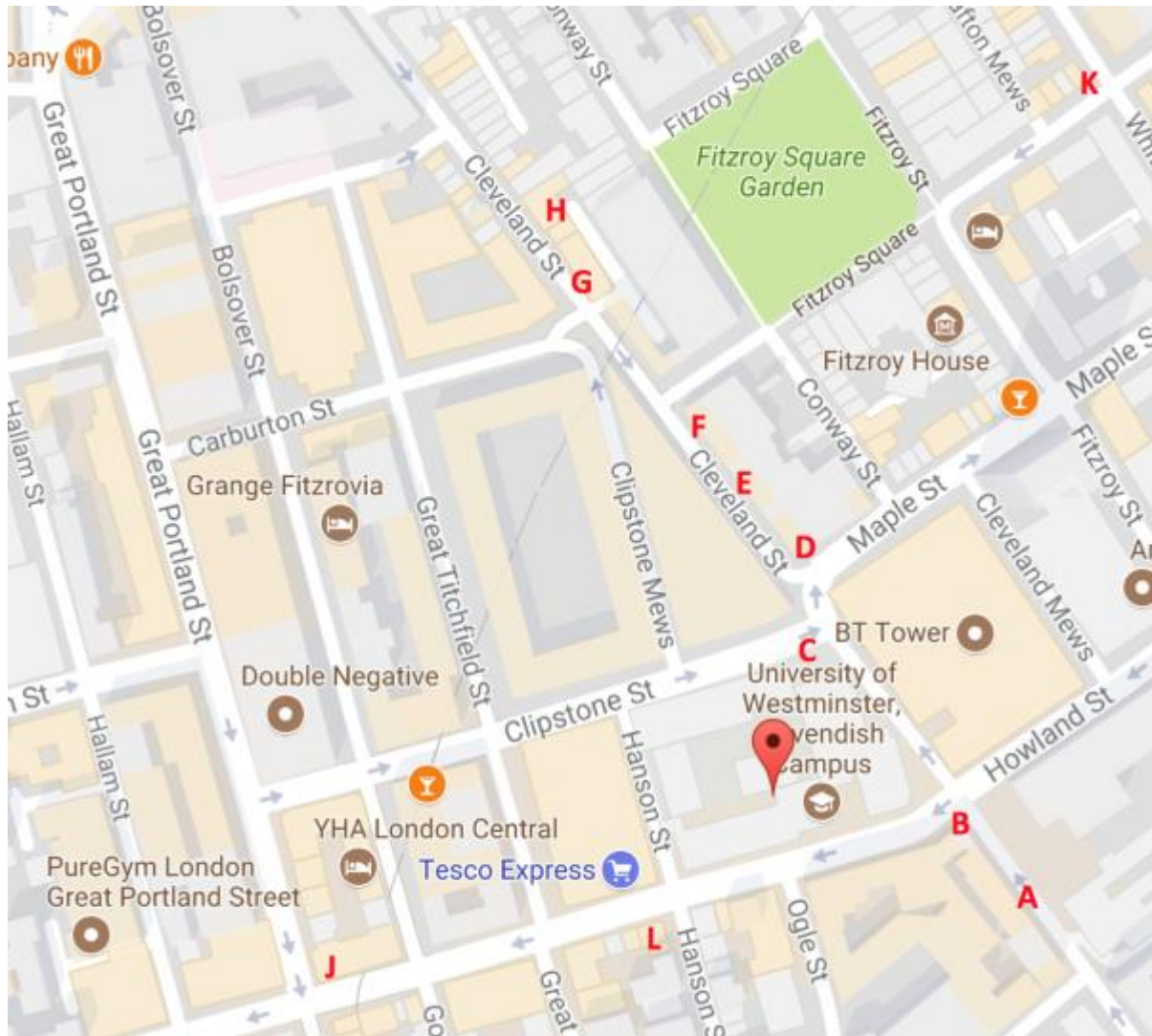
The conference dinner will be at 8pm on Friday evening at the Orama restaurant in Hatch End. Please aim to arrive for 7.45pm.



You will be asked, when you first arrive and register for the conference, if you will be coming to the conference dinner. This will allow us to inform the restaurant of numbers. The conference dinner is a set meze. No charge is made for conference-registered delegates, although drinks (after the first glass of wine) need to be paid for at the bar.

Travel to the restaurant

The restaurant can be reached by taking the underground to Harrow-on-the-Hill station, followed by bus or taxi. See Appendix B below for details.



Appendix B: reaching the conference dinner by tube and bus/taxi

To reach the conference dinner venue, you will need to use the Metropolitan line on the London underground to travel to Harrow-on-the-Hill station. If you are staying close to the conference venue, then your closest station will be either Great Portland Street or Baker Street. If you are staying close to Wembley stadium, then your closest station will be Wembley Park, and if you are staying in student accommodation on our Harrow campus, then your closest station will be Northwick Park (one stop away from Harrow-on-the-Hill).

The steps below outline how to reach the dinner venue.

1. Take the Metropolitan underground line to Harrow-on-the-Hill.

2. Exit the ticket gates at Harrow-on-the-Hill and turn immediately right to exit the station
3. In front of the station, either
 - a. Take a black cab to Hatch End (ask for Orama restaurant in Hatch End) – the cost should be around £16-£18. Black cabs can accommodate 5 people, so the cost can be shared.
 - b. Take a bus from the bus station on your left. The bus is the H14 from bus stop D. Buses leave at 19.14, 19.24 and 19.33, and should take around 22 minutes. Get off the bus at the second stop after you pass Hatch End rail station. Single bus fares cost £1.50. You cannot use cash in buses. Travelcards, Oyster cards and contactless credit/debit cards can all be used on buses.

The H14 bus is also the best option for returning to Harrow-on-the-Hill station. You will need a bus stop on the same side of the road as the restaurant. Buses leave Hatch End for Harrow-on-the-Hill up to 23.30. For example, there are buses at 22.17, 22.32 and 22.47.

Appendix C: Cavendish Ground Floor plan

