

Joining Instructions

Welcome to ECEL 2008

This document should give you the information you need in advance of the conference. However, do not hesitate to get in touch if you need anything further.

Contacting us

I will be in Cyprus together with Peter and Derry Barrett. You can contact us on the following mobile number from Wednesday 5 November +44 (0)7791 840 999.

The Venue

The conference is being held at the Grecian Bay Hotel in the resort of Ayia Napa. The map below shows the relative position of the hotel and Larnaca airport.



Registration will take place here from **08h00** on Thursday 6 November 2008 and the conference will open at **09h00**.

Getting to Ayia Napa

There is no bus route from Larnaca Airport to Ayia Napa and so the main option is to take a taxi. This will cost approximately 60 Euros. We have created a Facebook Group so that anyone who would like to try and share a taxi can join the group and communicate directly with other participants. You can access this group by following this link <http://www.facebook.com/p.php?i=1533264003&k=63F4P3RS4Z5MYJGGVKZXQ>
Another option is to hire a car and you might like to check the price with www.autoeurope.com

Checking In (for those who have a with-accommodation package)

If you have booked accommodation with us you are staying in Grecian Bay Hotel.

Pre Conference Registration and Drinks

If you are at the hotel on Wednesday evening, we invite you to come to the bar to register for the conference, receive your conference pack and join us for a complimentary drink, **between 18h30 and 19h30**. This will give you the opportunity to meet some other delegates or meet up with colleagues.

Your Presentation

If you are presenting a paper at the conference you should look at the timetable, which is attached. Also check with the conference desk when you register, as we might have had to make last minute changes to the timings. There will be PowerPoint projection facilities available in each room. **Please email a copy of your PowerPoint slides to me by Monday 3 November** in order that they can be uploaded onto the conference computers for you, but do bring a copy on a data stick as well. If you do not send in your presentation in advance you may lose some of your presentation time on the day. **If you are not planning to attend the full conference it is essential that you tell us when you will be arriving in preparation for your presentation. If you are not present at the break before your session stream the Chair may assume you are not coming.** Each session is allotted 30

minutes. This means a 20 minute presentation and 5 minutes for questions, leaving 5 minutes to change over from session to session.

The Conference Dinner

The conference dinner is being held on Thursday evening at **1900** at the *Greek Taverna Ploumin*. This is included in your conference registration fee, but we have to give the caterers by numbers Monday 3 November, so if you do not confirm to me that you are attending there may not be a place for you.

Lunches and refreshments will be provided on both days of the conference. **Please let me know if you have any special dietary requirements as soon as possible.**

I look forward to meeting you in Cyprus. Have a safe journey.

Sue Nugus

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