

Joining Instructions

Welcome to ICICKM 2010



This three-page document gives you the information you need for the conference. However, if when you have read it you have any queries you may e-mail me directly.

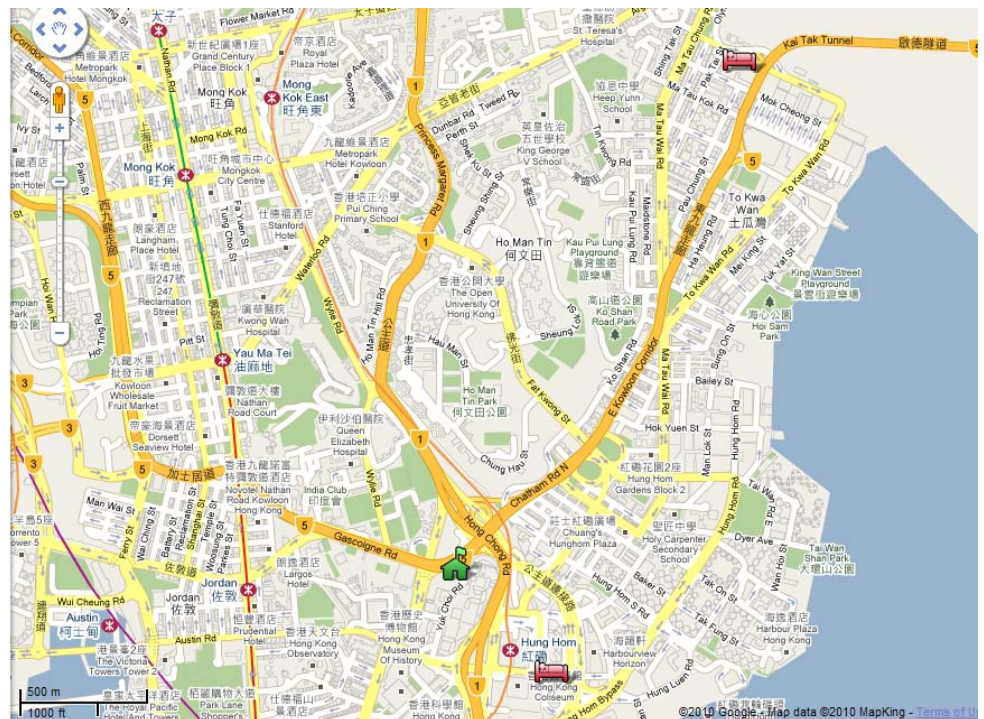
Important document downloads

1. If you need a certificate of attendance you should download it from here, fill out your details and bring it to the registration desk for signature.
<http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>
2. Campus map: <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>
3. Map showing the location of the University, the Harbour Plaza Metropolis and the Harbour Plaza 8 Degrees Hotel
<http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>
4. Useful fact sheets about the Harbour Plaza 8 degrees and Harbour Plaza Metropolitan Hotels.
<http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>
5. Updated timetable: <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>
6. Booklet of abstracts: <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm> you will receive a copy at the conference but it is downloadable in case you would like to see it in advance).

ICICKM 2010 Hong Kong

7th International Conference on Intellectual Capital,
Knowledge Management and Organisational Learning
797 views - Public
Created on Sep 22, 2009 - Updated Nov 11, 2009
By Sue N
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The Hong Kong Polytechnic University 11 Hong Ch
-  [Conference Accommodation - Option 1](#)
Harbour Plaza 8 Degees
-  [Conference Accommodation - Option 2](#)
Harbour Plaza Metropolis



Access a larger version of this map from <http://academic-conferences.org/icickm/icickm2010/icickm10-venue.htm>

The Venue

The conference is being held at The Hong Kong Polytechnic University, 11 Hong Chong Rd, Kowloon, Tel: (852) 3400 3158 (see map below for the location of the University, the Harbour Plaza 8 Degrees and the Harbour Plaza Metropolis Hotels). The plenary sessions will be held in the **Li Ka Sing Building** on the 16th floor. You should go directly here for registration and coffee on Thursday morning. The Break-out sessions will be held in the **Shirley Chan Building** on the 6th, 9th and 11th floors. See the campus map, downloadable from <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>

Contacting Us

I (Sue Nugus) will be staying at the Harbour Plaza Metropolis Hotel from Tuesday evening (9th November). You can reach me either via the hotel reception or on my mobile +44 7791 840 999.

Pre Conference Registration and Drinks

If you are in Hong Kong on Wednesday evening, we invite you to come to the bar in the Harbour Plaza Metropolis Hotel. Where you can register for the conference, receive your conference pack and join us for a complimentary drink. We will have a registration desk here between 1830 and 1930.

Hotel Check-in/Checkout arrangements

If you booked your accommodation through ACI you will be staying in either the Harbour Plaza Metropolis Hotel, 7 Metropolis Drive, Hungghom, Kowloon, Tel: (852) 3160 6888 or the Harbour Plaza 8 Degrees Hotel, 199 Kowloon City Road, Tokwawan, Kowloon, Tel: (852) 2126 1988. (see map above for location information). You have paid for bed and breakfast. You will be asked for a credit card on check-in to cover any extras you may incur. Download useful fact sheets on both hotels from: <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>

Transport arrangements

From Airport to Harbour Plaza Metropolis Hotel

A taxi from Hong Kong International Airport will cost approximately HKD250 and will take about 20-30minutes. The hotel fact sheet, downloadable from the link above gives details of alternative methods of transport. The Harbour Plaza Metropolis Hotel is a five minute walk from The Hong Kong Polytechnic University. Walk through the Metropolis shopping mall main entrance and go downstairs by escalator. Turn left where you will see a subway. Look out for the signage for PolyU, you will arrive within 200 metres.

From Airport to Harbour Plaza 8 Degrees Hotel

A taxi which will cost approximately HKD250 and will take about 20-30 minutes. The hotel fact sheet, downloadable from the link above gives details of alternative methods of transport. From The Harbour Plaza 8 Degrees to The Hong Kong Polytechnic University, you can take a taxi which will cost around HKD30 and will take about 10 minutes.

Conference Dinner

The conference dinner on Thursday 11 November 2010 is being held at the Jumbo Floating Chinese Restaurant. Dress is smart casual. This is included in your conference registration fee, but we have to give the caterers the numbers by Friday 5 November, so if you do not confirm to me that you are attending there may not be a place for you. We will travel to and from dinner by bus and a short boat ride.

Please let us know if you have special dietary requirements and we will try to accommodate them.

Lunches and refreshments will be provided on both days of the conference.

Your Presentation

If you are presenting a paper at the conference you should look at the updated timetable, which is on the website at <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>. 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 Microsoft PowerPoint 2007 projection facilities available in each room. **If you send me your presentation I will upload it onto the conference computers in advance for you. If you do not do this by Friday 5 November, you should bring it with you on a data stick. You can either run your presentation from your USB stick - or you can upload it onto the computer ahead of your presentation.** 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.

Posters

You will be told where to display your poster when you arrive on Thursday morning..

Certificate of Attendance

If you need a stamped certificate of attendance you can download a template certificate from the downloads area of the website at <http://academic-conferences.org/icickm/icickm2010/icickm10-glance.htm>. Fill out the details before printing as you require and bring this with you to the conference where we will have it officially stamped for you.

Invoice Receipts

If you require a stamped invoice to prove payment, please bring your original invoice with you (sent to you by email when you registered) and we can then stamp it for you.

Have a safe journey and I look forward to seeing you in Hong Kong.

Sue Nugus

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