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Information for participants – British Society for Population Studies Annual Conference 2010 – 13-15 September, University of Exeter

Getting to the University of Exeter:

Please see travel information posted to the Conference website, or see:

<http://www.exeter.ac.uk/visit/directions/streatham/>

NB: there are no buses directly from St. David's railway station to the University campus – you have to go into central Exeter to find one. This option is not recommended, as the information at bus stops is sparse. The Streatham campus is about 10 minutes walk from the station, but please note it's uphill. There is a taxi rank, however.

You are aiming for the Streatham campus and you will find a handy campus map here:

<http://www.exeter.ac.uk/visit/directions/streathammap/>

Accommodation and meals

If you are arriving on the Sunday before Conference, please see specific information further down the page. If you are arriving on the Monday or during the course of the Conference, please collect your room key from **Holland Hall reception** first – **all room keys** will be available here, including those for people actually staying in Mardon Hall (58 on campus map, grid ref. 6D).

Rooms may not be available before 3.00pm on the day of arrival. However, the reception desk at **Holland Hall** (62 on campus map, grid ref. 5D) will store your bags until you are able to get into your room. Registration for the Conference itself is in the foyer of the Peter Chalk Centre (17 on campus map, grid ref. 6F) from 11.00am on Monday 13th September. This desk will be staffed for the duration of the Conference.

All ensuite rooms are in Holland Hall and all standard rooms are in Mardon Hall. However, **all** breakfasts, lunches and dinners will be in the Holland Hall dining room on the first floor of Holland Hall (lift access to all floors).

If you are unsure about which meals you have booked, please speak to the Conference administrator. All overnight stays include breakfast in the Holland Hall dining room. It would be appreciated if Conference badges could be worn at mealtimes.

Breakfast times (Holland Hall): 7.30am – 9.00am.

Lunch and Dinner (Holland Hall): times are included in the Conference programme.

LATE ARRIVALS

If you plan to arrive after 10.30pm on any night, please contact the Conference administrator so that special arrangements can be made for picking up your room key. Requests should be sent to the Conference administrator at pic@lse.ac.uk by Thursday 9th September at the latest. Those arriving during Conference whose arrival would be unavoidably delayed beyond 10:30pm may exceptionally contact the Conference administrator on the mobile number at the end of this document.

Keys for late arrivals will be held at the Security Office in Northcott House (12 on campus map, grid ref 7F).

Checking out: Please check out of your room on the day of departure by 10.00am. Bags may be stored either with the reception desk at Holland Hall, or with the Conference administrator at the Peter Chalk Centre registration desk. Cabs can be booked via the Conference administrator.

Tea & coffee making facilities are provided in bedrooms and replenished daily. You will find such things as irons & ironing boards in the kitchen area associated with your room.

Conference sessions

All Conference sessions take place in the Peter Chalk Centre, including the poster session and reception on the first evening, plus daytime breaks (coffees and teas). The BSPS AGM on Tuesday evening (members only) will also take place in the Peter Chalk Centre.

The accommodation is a short, five-minute walk from the Peter Chalk Centre. This route will be signposted during the Conference: see lampposts. Alternatively, footpaths are marked on the campus map as a dotted line.

The final version of the Conference timetable, as shown in the printed programme in each Conference pack, will give details of which session is happening in which room. These session rooms will be identified by the same name on a notice on the door of that room.

Reception and poster session

All Conference participants, staying and non-staying are warmly invited to attend the reception and poster session on the Monday evening. Wine, soft drinks and snacks will be served.

Parking on campus

Car parking permits are required, but these are free to those staying overnight. Please ask for one of these immediately on arrival from the Holland Hall reception desk. Day delegates not staying overnight will need to park in one of the University car parks and to pay the parking charge. Please see here for further details:
<http://www.exeter.ac.uk/visit/directions/carparks/streatham/>

Arriving on Sunday?

If you have booked to arrive on the Sunday, rooms will be available from 3.00pm. The reception desk at Holland Hall, from where **ALL** room keys can be obtained, is open until 10.30pm. If you think you may arrive later, please contact the Conference administrator to make alternative arrangements to collect your key.

Please note also that **NO** eating places are open on campus on the Sunday. You will either need to go into Exeter, bring food with you, or eat before you arrive! Breakfast on Monday morning from 7.30 – 9.00am in the Holland Hall Dining Room.

General computer use and personal laptops.

If you plan to bring a laptop with you, you will need to bring a data (Ethernet) cable as well to connect to the port in your room. In order to gain access to the internet, you will need to purchase a delegate guest account from the reception desk in Holland Hall. This will cost £4 and last for the duration of your stay. Wireless access is available in the Peter Chalk centre and the Holland Hall bar.

If you want to use a computer and have not brought a laptop, there is a PC facility in the Central Library (4 on campus map, grid ref. 7G) but, again, you need to purchase a delegate guest account from Holland Hall reception.

Information for presenters:

A laptop or fixed computer will be provided in all session rooms. Please bring your presentation on CD or memory stick and load before your session but on the same day. A back-up copy is always recommended. After the Conference, BSPS would like to make as many presentations as possible available on the BSPS website, at the presenter's discretion. These will be flagged as copyright the authors, to whom any request to reproduce should be made, and can be removed at any time on request. Please email presentations and papers for the website to pic@lse.ac.uk.

Please do not close down any session room computers at the end of your session as this is the most common cause of AV problems. Just log off and leave the computer running.

A technician will be available in case of any IT problems.

Participants also often ask for copies of presentations at the Conference itself. You may, therefore, like to bring about 20 printed copies of your presentation with you for general distribution. Spare copies would be welcomed at the registration desk for display.

Most sessions last for 90 minutes with 3 presentations per session: you should expect to speak for 20 minutes and take 10 minutes for questions and discussion. In a few instances, there are 4 presentations in a 90 minute session, so the time for each presenter will be a little less. Please contact your strand organiser if you are in any doubt.

Posters

Poster boards are 1.83m high x 1.22m wide, portrait (display area), and fixings will be provided. Please arrange to display your poster in advance of the poster session on the Monday evening – any time after 11.00am is fine. Posters may remain on display for the duration of the Conference, at the presenter's discretion, as they will be in the communal area where tea and coffee are served. Presenters will be expected to stand with their posters for the duration of the poster session on Monday evening. The poster competition will be judged at this time.

Mobility and special diets

There are lifts to all floors of Holland House and all Peter Chalk centre events are on the ground floor. The administrator will be happy to advise if you require further assistance. Anyone who has advised mobility problems will be given a ground-floor bedroom.

Participants who notified any special dietary requirements in advance on their booking form should identify themselves to the catering staff, who will have been briefed as to what has been provided for you.

Fringe meetings:

At 5.30pm on Monday 13 September, to run simultaneously with the *History of the Census* session:

- **Radical Statistics:** For 35 years the Radical Statistics Group has promoted democratic access to statistics and provided research support to campaigns. A brief history, a report on an initiative to monitor current reductions in public statistics, and an open discussion. See Conference programme for further details Hosts: Lee Williamson, Ludi Simpson.
- **POPGROUP's new clothes.** To accommodate the UK's four different household projections methods, dwelling-led population scenarios, disability projections and more, POPGROUP's latest module allows a range of 'Derived Forecasts'. A demonstration of the new software a few weeks before its first release. Further information in programme Host: Peter Boden.

Social Events:

Reception and poster session: Monday evening 6.30pm in the Peter Chalk Centre. All Conference delegates welcome.

Holland Hall bar: this is located directly above the dining room in Holland Hall, and will be the focus for social events on both evenings. There will be a late extension to midnight on both Monday and Tuesday evenings. The bar has a pool table.

Stepping Stones – after dinner in the Holland Hall Bar on Monday 13 September: The Stepping Stones board game is a fun, interactive and informative learning activity designed to teach people about the complex legal and parliamentary procedures involved in acquiring administrative microdata from other government departments for statistical purposes. It is

based on recent experience gained through work to gain access to various administrative sources on behalf of the UK Statistics Authority.

BSPS quiz – in the Holland Hall bar after dinner on Tuesday evening, start time circa 9.30pm. Teams to be made up on the night so come and join in.

Filming of Plenaries:

At this year's conference BSPS are aiming to trial film some of the conference. We hope to video the plenary sessions and the Tuesday 11-12.30 session on Projections Methods. We hope to use the videos to promote next year's conference in York (7-9 September) and also to help with BSPS' goal of promoting the public awareness of the study of human populations.

We are also hoping that we might film some short vox pops of your views of the conference.

Conference delegates do not need to be involved with the filming and we do not wish to dampen discussion on any of the issues. If you would like to ask a question in one of the filmed sessions - but do not wish to be on camera - then please just indicate this before you ask your question.

We hope to post links to the videos on the BSPS website after the conference.

Useful Telephone Numbers during the Conference

During the conference, the following telephone numbers may be helpful:

Conference Organiser: Anne Shepherd – until close of business on Friday 10 September – 020 7955 7666 or, until noon on Sunday 12 September at pic@lse.ac.uk. From the afternoon of 12 September and throughout the Conference – 07908 597983.

University Exeter Conference Services: 01392 215566 (office hours)
Holland House Reception: 01392 262330 (until 10.30pm)
24-Hour Security (in event of an emergency): 01392 723999 (or 73999 from your bedroom).

For further details about the conference, please contact:

BSPS Secretariat – 020 7955 7666 – pic@lse.ac.uk – www.bsps.org.uk

Leaving on Wednesday

The Conference ends at lunchtime on Wednesday 15 September, but please note that lunch is not provided on this day. Cabs can be booked via the Conference registration desk in advance.