

# EBNet Early Career Researcher Conference 2024

## Joining Instructions

24-26 July 2024 Frederick Douglass Centre, Newcastle University

### Contents

Information .....	1
Conference Venue & Drinks Reception.....	1
Evening Dinner .....	2
Accommodation: General .....	2
Travel.....	3
Programme Information .....	3
BEWISe Visit .....	4
Conference Information.....	4
Careers Workshop – Using LinkedIn for Professional Development .....	5
ECR Travel Bursary .....	5
Special Issue: Water and Environment Journal .....	5

### Information

Thank you for joining us for the 6th annual EBNet ECR Conference.

The conference will be held at the [Frederick Douglass Centre](#) (the venue) and registration is from 5pm on Wednesday. We commence with the invited plenary speaker, plus Drinks Reception, on the evening of Wednesday 24<sup>th</sup> July at the venue. This is followed by the 2-day conference over Thursday 25<sup>th</sup> July and Friday 26<sup>th</sup> July.

The evening dinner is held at a different location - the [Copthorne Hotel](#) from 19:00 hrs (for 19:30 hrs) to 23:00 hrs on Thursday evening. This is a short walk from the venue.

Our preferred accommodation provider is [Motel One](#), Newcastle. See below for details of preferential rates and how to book. Book *now* to secure a place – we have 80 places secured at a special discounted rate, but these will only be held until 4 weeks in advance! Otherwise, you may have to source your own alternative accommodation elsewhere.

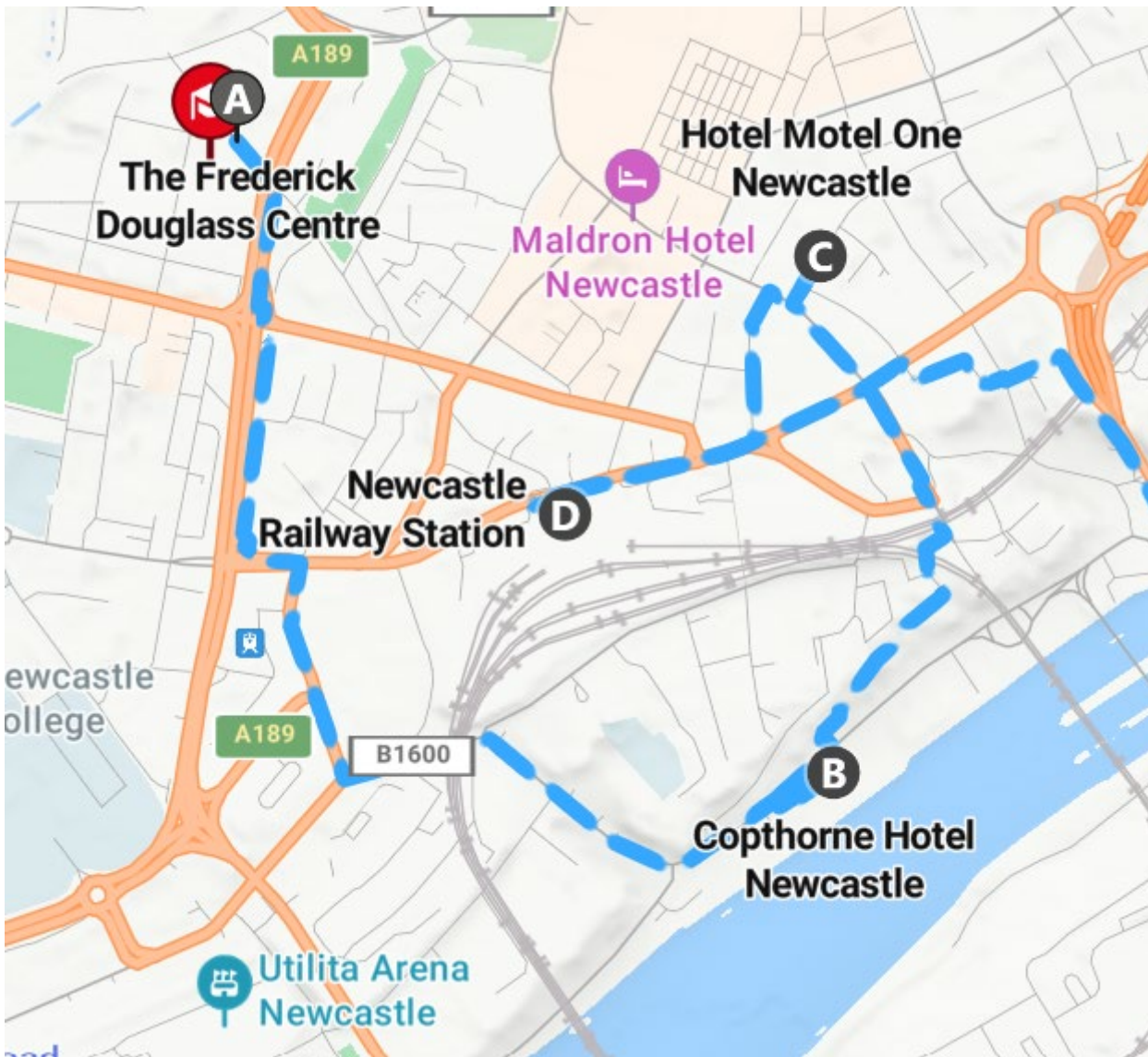
There is a pre-conference, optional, site visit on Wednesday to [BEWISe](#) – a University of Newcastle facility performing large-scale wastewater treatment research. Since places are strictly limited and will be preferentially allocated to non-local delegates. You will be told at notification if you have been offered a place. EBNet will arrange group transportation with pick up and drop off from the venue. Times: after 13:00 but specifics remain tbc.

Any changes to these instructions and the agenda will be shown on our [web page](#), so please check before travel.

### Conference Venue & Drinks Reception

**THE FREDERICK DOUGLASS CENTRE (FDC)**  
2 The Helix, Newcastle Upon Tyne NE4 5TG

This is a 12-minute walk from Motel One and a 17-minute walk to the Copthorne Hotel.



### Evening Dinner

Copthorne Hotel, The Close Quayside, Newcastle NE1 3RT

This waterfront location is a 17-minute walk from FDC, and a 10-minute walk from Motel One.

### Accommodation: General

Delegates are responsible for booking their own accommodation and can reclaim up to 2 nights' accommodation via the ECR Travel Bursary up to the value of £165.

*Preferred provider:*

#### **MOTEL ONE**

15-25 High Bridge, Newcastle Upon Tyne NE1 1EW  
(24-hour front desk. Check-in from 15:00, and check-out is until 12:00.)

This is a 12-minute walk to FDC and a 10-minute walk to Copthorne Hotel.

EBNet have secured 80 advance rooms at this provider. Rooms should be booked at least 4 weeks in advance to ensure availability.

To book at our reduced rates you **MUST** email them quoting the code **UKEBNET** alongside your **billing address** and **contact number** to [newcastle@motel-one.com](mailto:newcastle@motel-one.com).

We stress that rooms should be emailed in, as opposed to calling and that the code will not work on the website. Offer valid for the nights of Wednesday 24<sup>th</sup> and Thursday 25<sup>th</sup> July.

Keep all original receipts and reclaim your expenses via the Travel Bursary. If you choose to bring a plus one, you will be liable for their extra breakfast charge of £14. The negotiated rate is **£82.50 bed & breakfast per night**.

### **Other accommodation**

If you fail to obtain a room at Motel One and stay elsewhere, the maximum the refundable rate will match the above (£165 - 2\*£82.50 max.). Note that under standard university expenses rules no Airbnb or other such unregulated provider may be claimed for.

## **Travel**

The Frederick Douglass Centre is a 9-minute walk from the main Train Station.

### *Travelling by train*

Newcastle train station located in the city centre. It is on the East Coast Mainline with trains from London in under 3 hours, and regular direct rail services run from many UK cities. See: [National Rail](#) and [Trainline](#) - journey planning, live arrival and departure boards for UK stations.

### *Potential for travel disruption.*

Unions must give at least two weeks' notice before going on strike. Please double-check your plans in advance of travel.

### *Travelling by bus*

Bus services can be found at [Newcastle Transport](#).

### *Travelling by coach*

Find services to/from the unmanned Newcastle [National Express](#) stop online.

### *Travelling by plane*

From Newcastle International Airport take the X78 bus (30+ minutes) to Newcastle.

### *Parking at Newcastle Campus*

Newcastle is easy to reach by car, particularly if you're travelling along the A1 (M). The University postcode is NE1 7RU if you're using a sat-nav or route planner. [Park and ride](#) is the best option for drivers, as the University doesn't offer parking on campus.

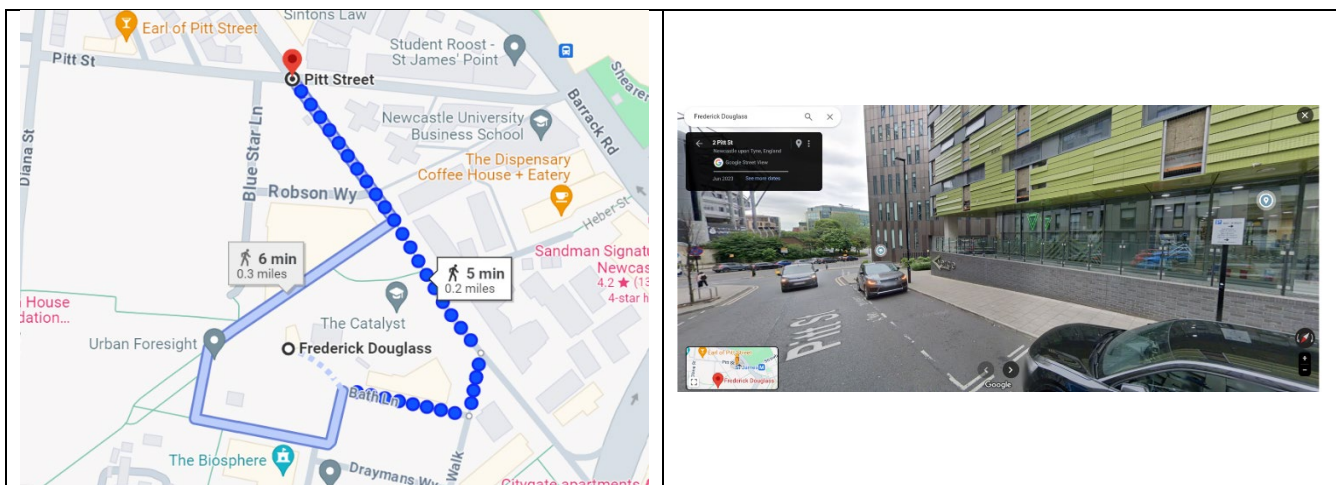
## **Programme Information**

Use the outline agenda (below) to plan travel. The online Agenda will be updated with detailed information. Note that timings may change, so see the [website](#) for up-to-date information.

DATE	TIME	ACTIVITY
Wed 24 July	14:00 – 16:00 hrs	Pre-conference site visit - BEWISe (for those notified only)
	From 17:00 hrs	Registration - FDC
	From 18:00 hrs	Plenary session: tbc - FDC
	19:00 – 22:00 hrs	Evening drinks and buffet - FDC
Thu 25 July	09:00 – 09:30 hrs	Arrival refreshments - FDC
	09:30 – 17:00 hrs	Conference Sessions - FDC
	17:00 – 19:00 hrs	Free time
	19:00 – 22:00 hrs	Evening dinner (19:00 hrs for 19:30 hrs) Join us at the Copthorne Hotel, Newcastle
Fri 26 July	09:00 – 09:30 hrs	Arrival refreshments - FDC
	09:30 – 13:00 hrs	Conference Sessions - FDC
	14:15 – 15:00 hrs	Prize Giving – A/Prof. Tony Gutierrez, Herriot-Watt University
	15:00 – 15:30 hrs	Close and collect posters

## BEWISe Visit

You will have been informed if you are on this trip. Pick up and drop off will be outside the Verde Downing Building, Pitt Street, Newcastle, as shown below. Please arrive early, so the trip can start promptly at 14:00 hrs. This is approximately a 5 minute (0.2 mile) walk from the Frederick Douglass Centre. If you have a high visibility vest, sturdy boots and a hard hat, please do bring them, as on-site PPE is slightly limited. We will provide hats and vests if you do not have any.



## Conference Information

**ARRIVAL:** We ask late arrivals to use the sign-in sheet when they arrive and join us quietly. Please sign in and collect your conference ID and programme from the registration desk inside.

**POSTER:** If you have brought your own poster, affix to the poster boards (in the exhibition space) at the next available break. Fixings will be available on the board or from the registration desk. If we have printed your poster for you, it should already be on display.

**PRESENTATION:** To upload a presentation, see Angie Bywater at the first opportunity, in advance of your session. Ideally, please send it to us well **in advance** to minimise delay on the day.

**DEPARTURE:** Please return your ID and remove your poster. *And remember to return your accommodation key to reception when you check out in the morning!* We will have a room to store suitcases at the venue but accept no responsibility for items left unattended.

**CATERING:** Tea, coffee and refreshments will be available at the beginning of each day and during breaks. A buffet-style lunch will be provided each day. Attendees with a special diet need to make themselves known to the catering team on the conference days and for the dinner.

**INTERNET:** Newcastle University provides Eduroam. There is free wi-fi. Ask at the reception desk for details.

## Careers Workshop – Using LinkedIn for Professional Development



Dr Pavlina Theodosiou has kindly agreed to lead this workshop. **PLEASE BRING A LAPTOP** in order to get the best out of this session. You can scan the QR code below on “10 key elements for an outstanding LinkedIn profile” which will be helpful for the workshop (particularly if you don’t have a laptop), as these will also act as a reminder of the changes you need to implement.

## ECR Travel Bursary

We offer up to **£200 max.** towards essential travel expenses which – according to standard university rules - has various stipulations, e.g., use the cheapest available route, no first-class travel, etc. Ask us in advance of purchase if unsure whether your expense is covered. Please ensure that you keep all receipts. Note that the ECR Travel Bursary will only consider taxi expenses where there is no reasonable public transport alternative. Taxi sharing is allowed if it is economical to do so (state on claim that it was shared).

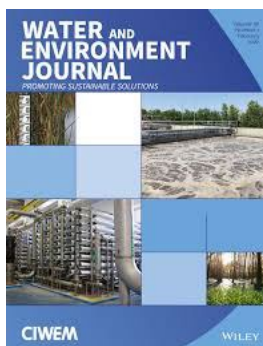
We offer an **additional £165 max.** towards essential accommodation expenses. See above for details of Motel One.

Note that in total we will not exceed a claim of **£365 max.\*** for a single travel bursary.

\*Sharing a group ride? Email us to explain – we can be flexible for joint travel that saves us money!

Expense forms will be sent out at notification. Return all ORIGINAL receipts/tickets with the AP04/AP07 claim forms to [EBNet@EBNet.ac.uk](mailto:EBNet@EBNet.ac.uk) – NOT general UoS Finance! Only expenses supported by original receipts will be reimbursed so please take care to collect all evidence of expenditure. **Note that expenses claims will only be accepted for processing after the event.**

## Special Issue: Water and Environment Journal



After evaluation by the Scientific Committee, selected authors will be invited to present their works for publication in the CIWEM's academic journal [Water and Environment Journal](#).

If you would like your work to be included in this journal, please contact Tao Lyu ([t.lyu@cranfield.ac.uk](mailto:t.lyu@cranfield.ac.uk)) or the EB Network managers.

-----

If you have any queries or other requirements, do not hesitate to get in touch with us. Send queries to Angie and Louise at [EBNet@ebnet.ac.uk](mailto:EBNet@ebnet.ac.uk). We look forward to seeing you there.

Louise and Angie – Network Managers