

Dear Colleague

SRHE Annual Research Conference 11-13 December 2013
Celtic Manor Resort, Newport, South Wales, United Kingdom

Experiencing higher education: Global Trends and Transformations

This letter provides you with all the information you will need about the SRHE Annual Research Conference 2013. It covers your joining instructions and provides you with pre event and programme information which will help you plan your Conference in advance.

The full conference programme, the timetable of all presentations, paper abstracts, full papers and all venue details and directions are available to view and download on the SRHE website at <http://www.srhe.ac.uk/conference2013>

Joining Instructions

Conference Registration is from 09.00 am on Wednesday 11 December 2013.

The conference runs from 10.45hrs on Wednesday 11 December 2013, opening promptly with the first keynote address, and finishes at 14.30hrs on Friday 13 December 2013. We hope that all delegates have planned their travel to attend the full conference.

Travel: The Celtic Manor Resort is set in 1400 acres of panoramic parkland in the beautiful Usk Valley, just off the M4 Motorway (exit at J24), only 90 minutes from London Heathrow, 45 minutes from Bristol and Cardiff-Wales International Airport and 5 minutes from the Severn Bridge. The resort is located close to intercity rail services at Newport, with direct trains to Cardiff, London Paddington, and Birmingham.

From the airports:

Heathrow: Take the Heathrow Express Train to Paddington Station.
From Paddington take the train to Newport Gwent.

Cardiff: Either take the train from Cardiff Central Station to Newport Gwent Station or take a taxi from Cardiff airport to Celtic Manor. A taxi fare from Cardiff airport to Celtic Manor costs around £55 (+VAT if paid by credit card). To pre-book visit their website: <http://www.cardiff-airport-taxis.co.uk/>

There are taxis from Newport Gwent station to Celtic Manor Resort. This is a 15 minute journey and the fare should be around £8.00. To pre book we suggest you use Dragon Taxis + 44 (0)1633 216216

By Train – the nearest train station to Celtic Manor is Newport Gwent.

There are taxis from Newport Gwent station to Celtic Manor Resort. This is a 15 minute journey and the fare should be around £8.00. To pre book we suggest you use Dragon Taxis + 44 (0)1633 216216

By Car

For those arriving by car, exit the M4 Motorway at Junction 24 (the resort is clearly visible from here). There is a large car park at the Resort; there is no need to reserve a parking space.

For more information on travel options please see the Celtic Manor Resort website.

<http://www.celtic-manor.com/location>

On departure on Friday 13 December. Check out is at 11.am. Luggage should be stored with the hotel concierge. The hotel concierge will manage a fleet of taxis to take delegates to stations and airports as required and arrange for delegates to share transport to these destinations. Please make your departure bookings direct with the hotel concierge stating when you wish to depart and your destination.

Hotel Spa and Leisure facilities

The Resort is known for its excellent Health and Spa club facilities. These are free of charge to delegates and accompanying persons. Accompanying persons who wish to play golf can book online at <http://www.celtic-manor.com/golf>

Arrival prior to the formal start of conference

For delegates arriving before Wednesday 11th December, please check in on arrival at the Celtic Manor Resort Reception desk. Your bedroom will be reserved in your name. If you wish to have a meal at the Resort there are a number of excellent options. You can review the options and pre book on line at <http://www.celtic-manor.com/dining>

As there are a large number of delegates arriving on the 9 and 10 December, we strongly suggest that you reserve a table Online. You can pay for your meal by credit card or pay against your room number.

Delegates are responsible for payment for all extras at the Resort and will need to leave credit card details with the hotel reception on check-in to cover these.

Conference Registration: Wednesday 11 December 2013.

SRHE Conference Registration Desk-Hotel Main Reception area 09.00-15.30hrs

On the opening day of conference the Conference Registration desk will be situated in the main hotel reception and will open at 09.00 am on Wednesday 11 December 2013 and remain open in this location until 15.30hrs on this day. On arrival delegates should first check in at the hotel reception and then register for the Conference at the Conference registration desk. Where rooms are prepared, delegates will be able to go straight to their rooms. Where rooms are not ready for immediate occupation luggage should be left with the concierge and delegates will be given a time from which keys will be available for collection.

The conference starts promptly at 10.45 with the opening keynote speaker, Professor Philip Altbach. Delegates arriving after 10.15am should leave their luggage with the concierge and check in later in the day.

After 14.00hrs on Wednesday 11 December the Registration desk will move downstairs and delegates arriving after this time, and all day delegates arriving on Wednesday 11 December, should register at the SRHE Conference and Information Desk situated throughout the conference outside the Caernarfon Suite on Level C1.

Conference programme

The Conference programme will start promptly at 10.45 hrs on Wednesday 11 December with the opening keynote address of the Conference.

On the conference website you will also find:

1. A guidance note for all delegates on Planning your Conference and the Conference Programme in Full. Please read this now as it will give you the fullest information on how to get the best out of this conference.
2. The final version of the timetable (in A3 landscape format)
3. The full papers for all the presentations.
4. Information and guidance for presenters and delegates with detailed information about the running of all presentation sessions
5. Guidance for chairs

Please note that delegates have the option this year of pre booking their preferred options for inclusive dinner on the Wednesday night. Delegates wishing to attend the Conference Gala dinner may also pre book tickets if you have not already done so.

Submission of PowerPoint presentations deadline is **29 November** and these should be sent using the file name format specified in the guidance notes to fsmit@srhe.ac.uk

We very much look forward to welcoming you to this event and hope that between now and the conference you will find that you have all the information you need to ensure that you have a productive and enjoyable time at conference this year. If you have any queries at all please email fsmit@srhe.ac.uk or call SRHE Office +44(0)207 427 2350

Helen Perkins //Francois Smit
Director SRHE Events Organiser SRHE
Conference Director Conference Manager