

Joining Instructions

Defence Technology Centres (DTCs) : Joint Annual Technical Conferences Edinburgh International Conference Centre, 7th & 8th July 2009

1. Travel / Maps

Many conference delegates will travel to Edinburgh by air. From the airport the simplest method into the city centre is by taxi. At Edinburgh airport there are two taxi ranks – one for 'black' city cabs and one for airport, mini-cabs. Black city cabs are advantageous if your hotel is on Princess Street – as traffic restrictions during the day mean that only buses and black cabs are allowed along this route. Otherwise there is little difference in price or service.

A more cost effective route from the airport into the city centre is on the 'Airlink 100' Bus Service. This is also quite convenient if your hotel is located along the bus route. Appendix A provides details of this bus route. Also contained in Appendix A are two maps of Edinburgh City Centre. The first shows the location of the EICC conference centre and also indicates the position of all of the taxi ranks in the city centre and all of the public car parks. The second map shows the city centre in simplified form.

The city is served by a comprehensive bus service. In Appendix A you will find a map showing the main bus routes. The EICC is located at the bottom left of the page on Morrison Street.

2. The Conference Centre

To get the most out of the conferences, we recommend delegates to familiarise themselves with the conference centre layout in advance. Appendix B contains an orientation guide for the conference centre.

The conference will make use of the following areas of the conference centre:

Floor Level	Area	Activity
3	Pentland Auditorium	Joint introduction, SEAS DTC plenary sessions
3	Sidlaw Auditorium	EMRS DTC paper sessions on RF systems, embedded processing, devices & materials
3	Fintry Auditorium	EMRS DTC paper sessions on EO systems, embedded processing, devices & materials
1	Galloway Suite	Briefing on MoD's Centre for Defence Enterprise Briefing on UK Aerospace & Defence KTN Briefing on DE&S PTG – Technology Management ** Note that there is an error in the printed agendas provided at the conference centre. The timings of these sessions will be: Day 1: 11:00am and 1:30pm Day 2: 09:30am ** Note Day 2 talk on DE&S PTG – Technology Management will take place at 08:45 in the Lomond Suite (Moorfoot Room).
0	Lomond Suite	SEAS DTC Research Theme Sessions
0	Strathblane Hall	Registration ; SEAS DTC technology demonstrations
-2	Cromdale Hall	Poster displays from both DTCs ; exhibition & product demonstrations ; all catering

3. Registration

Registration will commence at 8:00 on 24 June. Enter the EICC via the main entrance on Morrison Street. The registration desks will be just inside the entrance in the Strathblane Hall. Delegates are strongly recommended to arrive early – between 8:00 and 8:15, and certainly before 8:30.

Luggage can be left in the free, staffed cloakroom in the Strathblane Hall. Once delegates are registered, tea / coffee will be available downstairs in the Cromdale Hall (floor level -2).

The conferences will commence at 9:10 with a joint welcome session in the Pentland auditorium. Messages broadcast over the conference centre public announcement system will advise delegates of the imminent commencement of the session.

4. Conference Agendas

The schedules for the two conferences are to be found on the conference website at :

EMRS DTC: http://www.emrsdtc.com/conferences/2009/downloads/pdf/emrs_web.pdf

SEAS DTC: http://www.emrsdtc.com/conferences/2009/downloads/pdf/seas_web.pdf

5. Conference Exhibition

Appendix C shows the organisations exhibiting at the conference with their respective locations. Fuller information on the exhibitors may be found on the conference website at :

EXHIBITION: http://www.emrsdtc.com/conferences/2009/exhibitors_1.htm

6. Conference Dinner

Full details have been sent out separately to delegates who are booked for the conference dinner. Delegates attending the dinner who would like to return to their hotels to change beforehand are advised to leave the conference centre no later than 6:15pm in order to arrive at the dinner venue promptly for 7:15pm for pre-dinner drinks.

Delegates who chose not to attend the dinner or who booked when no more dinner places were available may like to note that there are many and varied opportunities for eating out in Edinburgh. Some on-line resources to whet your appetite are to be found at:

- Edinburgh Restaurateurs' Association: <http://www.edinburghrestaurants.co.uk/>
- Time Out: <http://www.timeout.com/travel/edinburgh>
- The List: <http://www.list.co.uk/>
- Taste of Scotland: <http://www.taste-of-scotland.com/>
- James Thomson's Restaurants / Hotels: <http://www.edinburghsbestrestaurants.com/>

7. What to Do in Edinburgh

The conference website has a good set of ideas on things to do in Edinburgh. See :

http://www.emrsdtc.com/conferences/2009/confer_to_do.htm

Appendix A : Maps

Bus : Airlink 100

There is an express bus service between Edinburgh city centre and the airport. The frequency is every 10 minutes throughout the day (up to past midnight). The ticket cost is £3 single, £5 return. Tickets can be bought from the information desk at International arrivals, from a desk at the bus stop or on the bus itself. The journey takes about 25 minutes and terminates at Waverly Bridge, near to the main railway station and bus station and just off the city's main street, Princes Street. The bus service stops outside the UK Arrivals doors on the terminal forecourt.

The nearest pick up points to the EICC are about 500 yards' walk away, either on Shandwick Place, or at the end of Morrison Street near Haymarket Station, from where the journey time to the airport is only about 15-20 minutes. See map below.

Taxis

There is a taxi rank immediately outside the EICC, where there are usually some taxis waiting.

Numbers for Edinburgh taxi firms :

- Central Taxis : 0131 229 2468
- City Cabs : 0131 228 1211
- Computer Cab : 0131 228 2555





EDINBURGH INTERNATIONAL
CONFERENCE CENTRE

CITY CENTRE MAP

The main entrance to the EICC is on **Morrison Street** where there is a coach drop off point.

Access to the EICC Loading Bay (deliveries only) is from the **West Approach Road**.

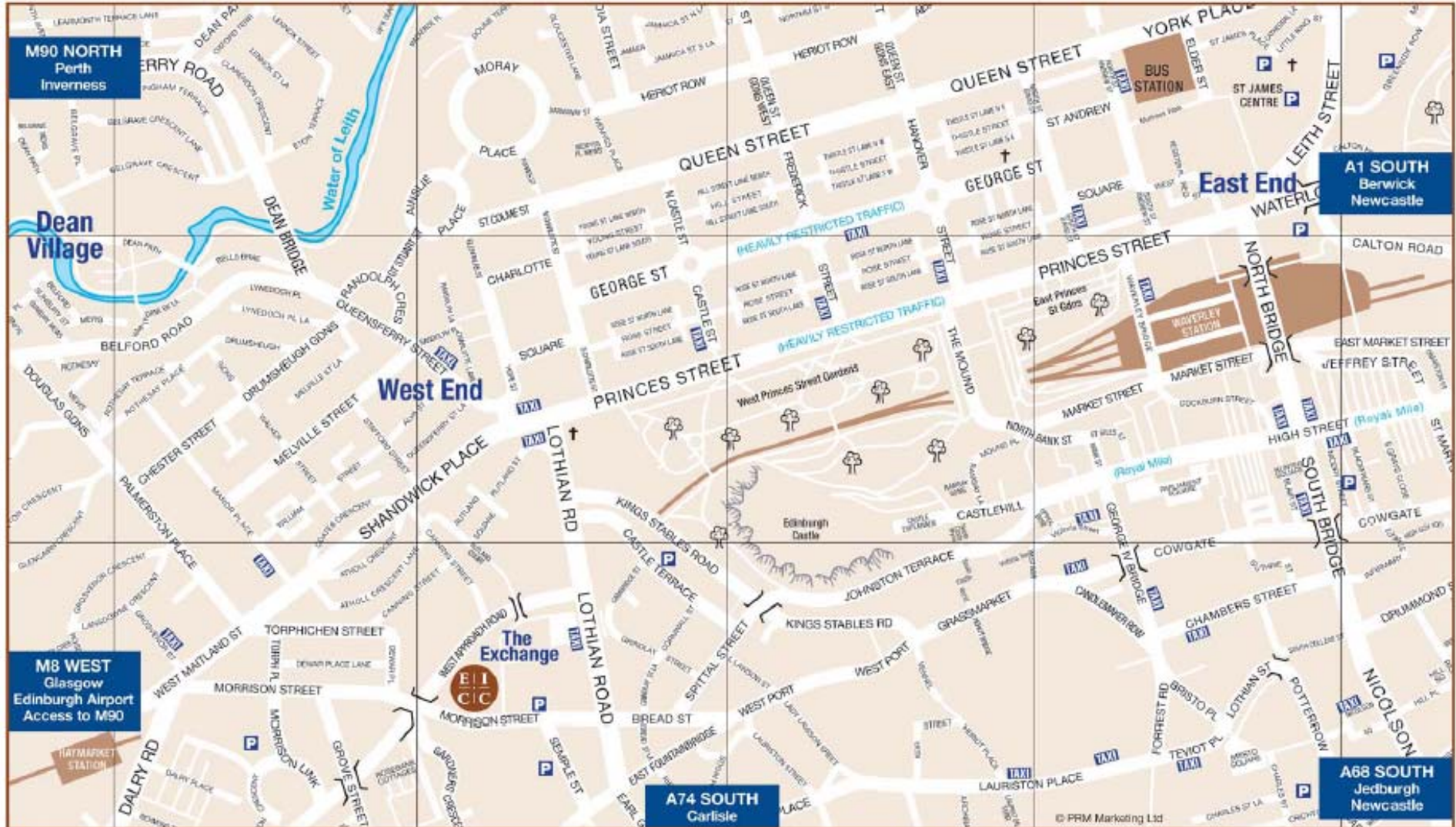
There are a number of car parks within walking distance of the EICC, they are marked on the map. For further details on car parking please visit our website.

Please note that there are a number of one way streets in close proximity to the EICC.

After 18.30 street parking is allowed in certain areas.

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CITY CENTRE MAP

The Exchange, Morrison Street,
Edinburgh EH3 8EE.

T: 0131 300 3000 F: 0131 300 3030

W: www.eicc.co.uk E: sales@eicc.co.uk

The main entrance to the EICC is on **Morrison Street** where there is a coach drop off point.

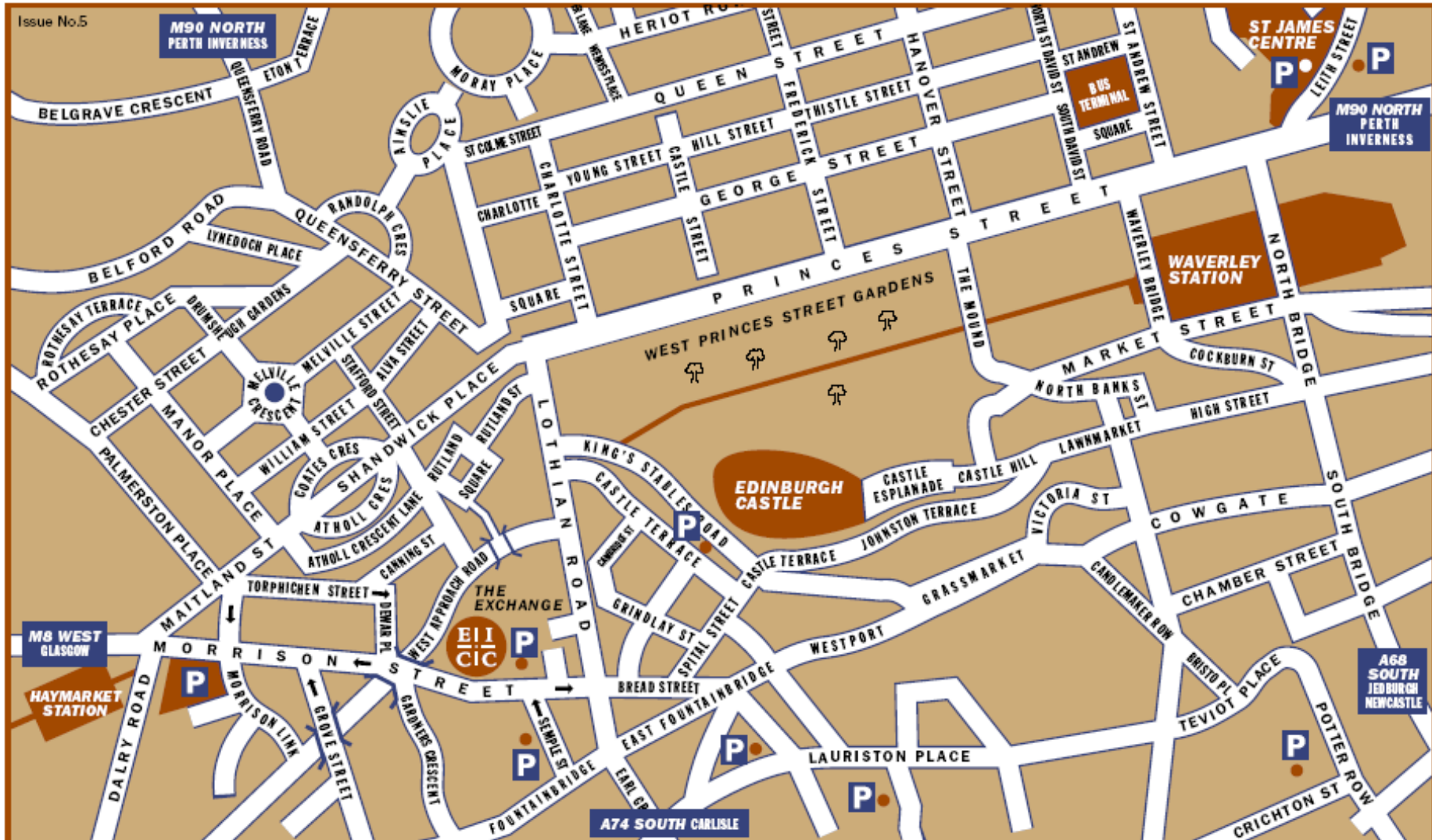
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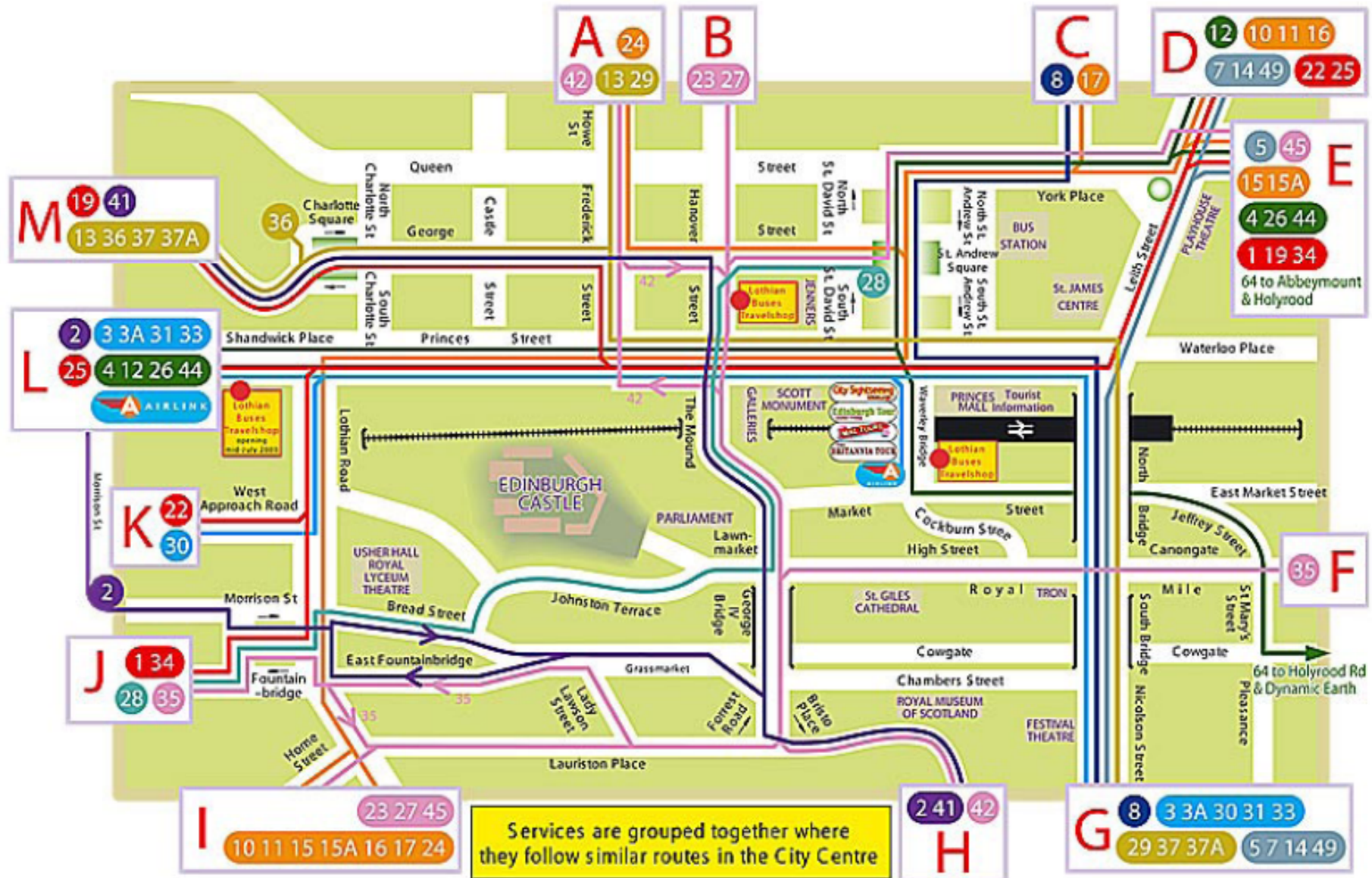
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Edinburgh Bus Routes: EICC (Morrison Street)



Appendix B : Edinburgh International Conference Centre Orientation



Orientation Guide

Edinburgh International Conference Centre
The Exchange, Morrison Street, Edinburgh EH3 8EE, Scotland
T: +44 (0)131 300 3000 F: +44 (0)131 300 3030
E: sales@eicc.co.uk W: www.eicc.co.uk



Concierge

Located at the main entrance, the EICC concierge can provide you with information on a wide range of services:- theatres, restaurants, shopping, car hire, flight confirmations, travel enquiries and bookings and tourist attractions in the city.

Business Centre

EICC has a fully equipped business centre where professional multilingual staff will be happy to supply you with administrative support, up-to-date communication services and detailed information on Edinburgh, the Lothians and Scotland.

Located in Strathblane Hall, services available at the Business Centre include:-

- e-mail access
- supply of phone cards, stamps etc
- internet browsing facility
- photocopying
- Reuters information service
- faxing
- word-processing

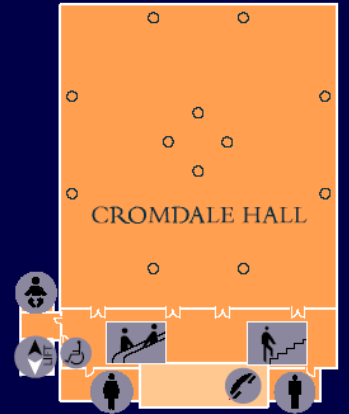
Designed by SKÅKEL & SKÅKEL, Edinburgh



Safety and Emergency Procedures

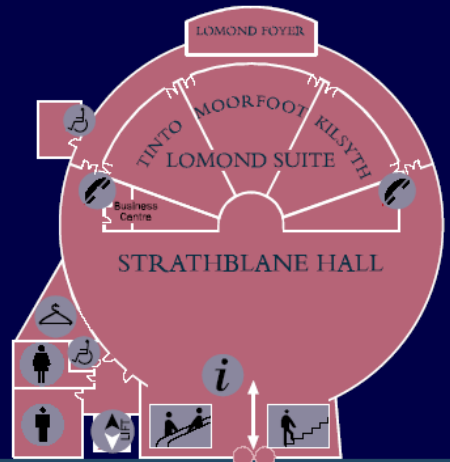
In the unlikely event of a fire alarm sounding (a high pitched continuous tone will be heard) please make your way to the nearest emergency exit. These are located in each of the four corners of the building and are well signposted. In the event of an emergency, please leave the building in an orderly manner as directed. Do not use the main stairs or escalators. All lifts in the building will be grounded automatically. Please follow instructions of emergency marshals at all times. Disabled people should make their way, where possible, to the front of the building. Anyone who has special needs in the event of an emergency should make themselves known to EICC staff on arrival.

Level -2



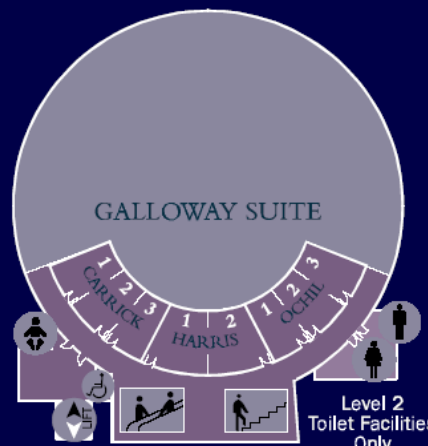
Level -1
Telephone Facilities Only

Level 0



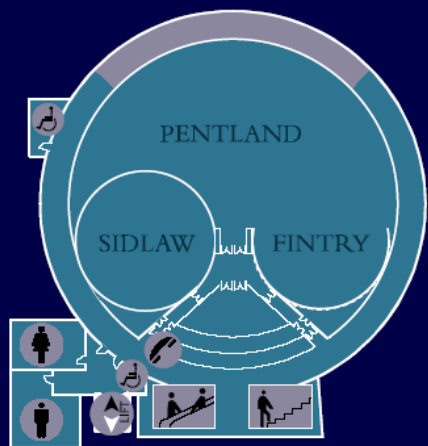
MAIN ENTRANCE

Level 1

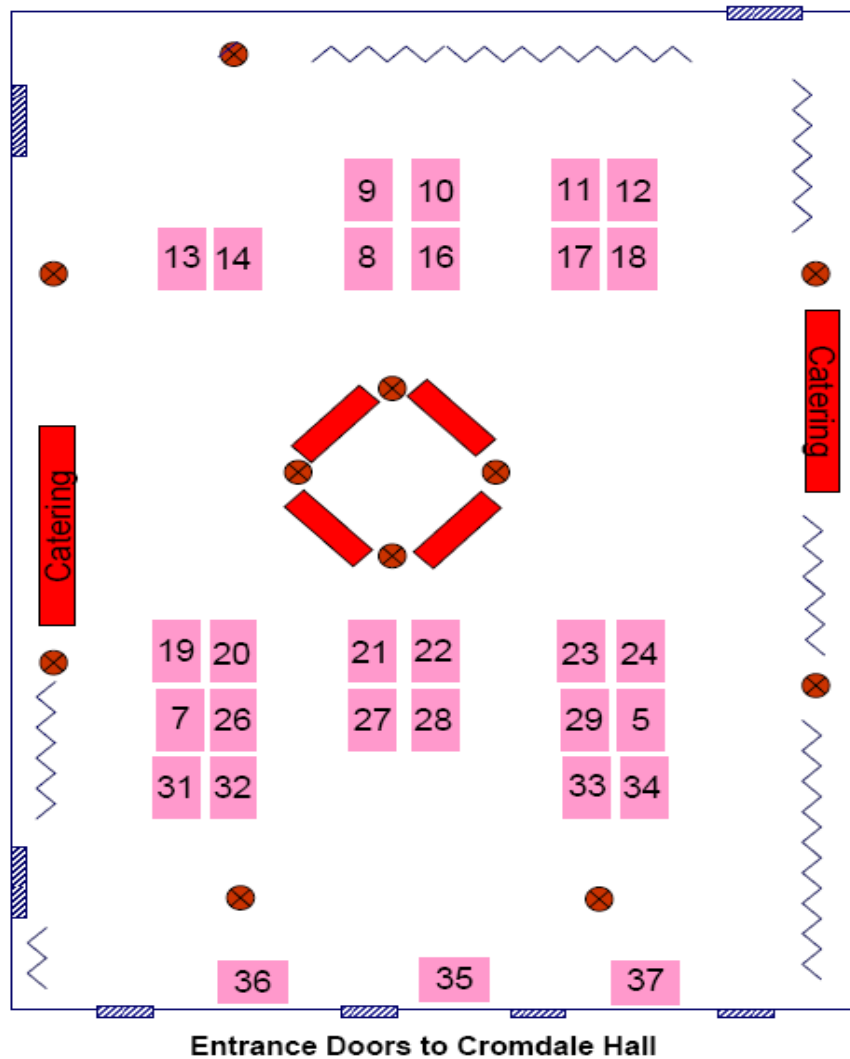


Level 2
Toilet Facilities Only

Level 3



Appendix C: Conference Exhibition



**Systems Engineering for Autonomous Systems (SEAS) &
Electro-Magnetic Remote Sensing (EMRS)
Defence Technology Centres (DTCs):
Joint Technical Conference & Exhibition,
Tuesday 7th & Wednesday 8th July 2009
Edinburgh International Conference Centre.**

Layout: Cromdale Hall, EICC Level -2

Stand#	Organisation	Stand#	Organisation
5	DSTL Sensors & Counter Measures Department	21	Roke Manor Research Ltd
7	MOD Defence Supplies Service	22	BAE SYSTEMS ATC
8	Cinch Inc.	23	QinetiQ Plc
9	Human Factors Integration Defence Technology Centre	24	Aerospace & Defence KTN
10	Thales UK	26	Product Assessment & Reliability Centre
11	Wireless Fibre Systems Ltd	27	Rohde & Schwarz
12	Cranfield University	28	Computer Simulation Technology (CST)
13	Spectral Line Systems Ltd	29	Seven Technologies Ltd
14	Photonics KTN	31	ThruVision Ltd
16	INEX	32	SELEX Galileo
17	Waterfall Solutions Ltd	33	RF Engines Ltd
18	University of Sheffield	34	DSTL Knowledge Services
19	Pacer International Ltd	35	MOD Centre for Defence Enterprise & MOD Defence Technology & Innovation Centre
20	BAE SYSTEMS Integrated Systems Technologies (Insyte)	36	TNO Defence, Security and Safety
		37	Scottish Enterprise