



Ninth International Conference on
Urban and ExtraUrban Studies

25-26 October 2018

Marsilius Kolleg, Heidelberg
University, Heidelberg, Germany

Delegate Pack



Dear Delegate,

Thank you for participating in the Ninth International Conference on Urban and ExtraUrban Studies. We are pleased you will be joining us in Heidelberg, Germany at Marsilius Kolleg, Heidelberg University and hope you are looking forward to coming together with colleagues and members of Spaces and Flows Research Network.

In preparation for the conference, we have put together some information that we hope will prove useful to you as you begin to prepare for the conference and your arrival in Heidelberg. In this document, you will find a variety of information on subjects: transportation, hotel and travel, activities and extras, conference registration, equipment, and session types.

This packet is a starting point for your preparations. We realize you may have some additional questions after reviewing the material here. For any questions that remain, please contact the conference secretariat at support@spacesandflows.com

We hope your planning goes well, and we look forward to seeing you in Heidelberg!

Best wishes,

Sara Hoke
Conference Producer
Ninth International Conference on Urban and ExtraUrban Studies



Common Ground Research Networks
University of Illinois Research Park
2001 South First St, Suite 202
Champaign, IL 61820 USA

Ph: +1-217-328-0405
Fax: +1-217-325-0435
info@cgnetworks.org
cgnetworks.org

Table of Contents

Arrival in Heidelberg

Arrival by Air: Frankfurt Airport (FRA).....	4
How to Get to the Conference Hotel from Frankfurt Airport.....	4
How to Get to Marsilius Kolleg, Heidelberg University from the Conference Hotel.....	4

Venue and Conference Information

Venue Address	5
Registration Desk: Hours and Location.....	5
Session Types	5
Presentation Equipment	6
Program.....	6
Internet Access	6
Venue Maps.....	7

Activities and Extras

Pre-Conference Tour: Evening Boat Cruise	8
Opening Plenary Session.....	8
Conference Opening Reception.....	8

Conference Accommodation

Qube Hotel	9
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General Travel Tips and Information

Travel Tips.....	9
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Arrival in Heidelberg

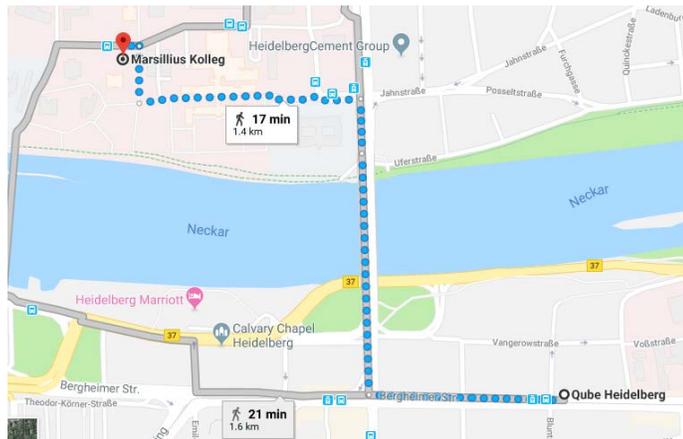
Arrival by Air: Frankfurt Airport

How to Get to the Conference Hotel from Frankfurt Airport

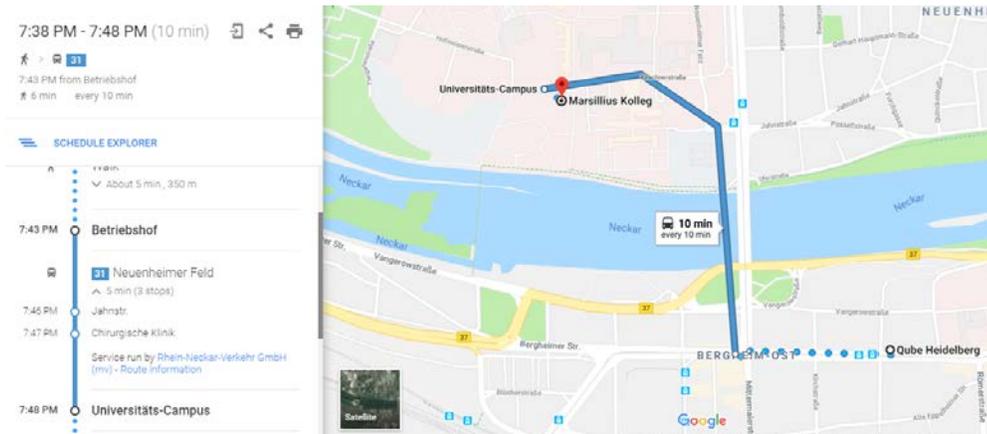
The **train** ride from Frankfurt airport to Heidelberg takes about one hour and may involve changing trains either at the main station in Frankfurt or in Mannheim. A one-way ticket costs approximately € 25. For timetables and train fares see: <http://www.bahn.de/>

How to Get to Marsilius Kolleg Heidelberg University from the Conference Hotel

Walking: Heidelberg University is a seventeen-minute walk from the conference hotel, Qube Hotel Heidelberg.



Bus: Heidelberg University is a ten-minute bus ride from the conference hotel. Walk to the Betriebshof bus stop and take line 31 to the Universitäts-Campus. This bus comes every ten minutes.



Venue and Conference Information

Conference Venue

Marsilius Kolleg, Heidelberg University

Address:

Marsilius Kolleg, Heidelberg University
Grabengasse 1, 69117 Heidelberg
Germany

[Google map](#)



Registration Desk Hours and Location

The conference will take place from 25-26 October 2018. The conference registration desk will be located on the first/ground floor of Marsilius Kolleg. Registration will begin at 8:00 AM on both days of the conference. The registration desk will be open throughout all hours of the conference.

Any questions that arise at the conference should be directed to the staff at the conference registration desk. This includes questions regarding presentation equipment, your particular presentation, signing up for tours, and questions about submitting your article to the journal.

Session Types

For a complete description of session types please visit our [website](#).

- **Plenary Sessions:** Plenary speakers, chosen from among the world's leading thinkers, offer formal presentations on topics of broad interest to the community and conference delegation. One or more speakers are scheduled into a plenary session, most often the first session of the day. As a general rule, there are no questions or discussion during these sessions. Instead, plenary speakers answer questions and participate in informal, extended discussions during their Garden Conversation.
- **Garden Conversation:** Garden Conversations are informal, unstructured sessions that allow delegates a chance to meet plenary speakers and talk with them at length about the issues arising from their presentation. When the venue and weather allow, we try to arrange for a circle of chairs to be placed outdoors.
- **Talking Circles:** Held on the first day of the conference, Talking Circles offer an early opportunity to meet other delegates with similar interests and concerns. Delegates self-select into groups based on broad thematic areas and then engage in extended discussion about the issues and concerns they feel are of utmost importance to that segment of the community. Questions like "Who are we?", "What is our common ground?", "What are the current challenges facing society in this area?", "What challenges do we face in constructing knowledge and effecting meaningful change in this area?" may guide the conversation. When possible, a second Talking Circle is held on the final day of the conference, for the original group to reconvene and discuss changes in their perspectives and understandings as a result of the conference experience. Reports from the Talking Circles provide a framework for the delegates' final discussions during the Closing Session.
- **Themed Paper Presentation:** Paper presentations are grouped by general themes or topics into sessions comprised of three or four presentations followed by group discussion. Each presenter in the session makes a formal twenty-minute presentation of their work; Q&A and group discussion follow after all have presented. Session Chairs introduce the speakers, keep time on the presentations, and facilitate the discussion. Each presenter's formal, written paper will be available to participants if accepted to the journal.
- **Colloquium:** Colloquium sessions are organized by a group of colleagues who wish to present various dimensions of a project or perspectives on an issue. Four or five short formal presentations are followed by commentary and/or group discussion. A single article or multiple articles may be submitted to the journal based on the content of a colloquium session.
- **Focused Discussion:** For work that is best discussed or debated, rather than reported on through a formal presentation, these sessions provide a forum for an extended "roundtable" conversation between an author and a small group of interested colleagues. Several such discussions occur simultaneously in a specified area, with each author's table designated by a number corresponding to the title and topic listed in the program schedule. Summaries of the author's key ideas, or points of

discussion, are used to stimulate and guide the discourse. A single article, based on the scholarly work and informed by the focused discussion as appropriate, may be submitted to the journal.

- **Workshop/Interactive Session:** Workshop sessions involve extensive interaction between presenters and participants around an idea or hands-on experience of a practice. These sessions may also take the form of a crafted panel, staged conversation, dialogue or debate – all involving substantial interaction with the audience. A single article (jointly authored, if appropriate) may be submitted to the journal based on a workshop session.

- **Poster Sessions:** Poster sessions present preliminary results of works in progress or projects that lend themselves to visual displays and representations. These sessions allow for engagement in informal discussions about the work with interested delegates throughout.

- **Creative Practice Showcase:** Researchers and innovators present projects or art programs and initiatives. All presentations should be grounded in presenters' research experience. Promotional conversations are permissible; however, products or services may not be sold at the conference venue.

- **Alternative Presentation Proposal:** In light of this year's special topic, How Art Makes Things Happen – Situating Social Practice in Research, Practice, and Action, conference presenters are invited to deliver their presentations through a range of engaging discursive and experimental activities. These opportunities include, but are not limited to: performances, screenings, perambulating dialogical spaces and other dialogical activities, discursive forms of hospitality and sustenance, agonistic exchanges, off-site and time-insensitive forms of sharing and archiving, and public tracings and mappings of key questions and concerns.

- **Virtual Lightning Talk:** Lightning talks are 5-minute "flash" video presentations. Authors present summaries or overviews of their work, describing the essential features (related to purpose, procedures, outcomes, or product). Like Paper Presentations, Lightning Talks are grouped according to topic or perspective into themed sessions. Authors are welcome to submit traditional "lecture style" videos or videos that use visual supports like PowerPoint. Final videos must be submitted at least one month prior to the conference start date. After the conference, videos are then presented on the community YouTube channel. Full papers can based in the virtual poster can also be submitted for consideration in the journal.

- **Virtual Poster:** This format is ideal for presenting preliminary results of work in progress or for projects that lend themselves to visual displays and representations. Each poster should include a brief abstract of the purpose and procedures of the work. After acceptance, presenters are provided with a template, and Virtual Posters are submitted as a PDF or in PowerPoint. Final posters must be submitted at least one month prior to the conference start date. Full papers can based in the virtual poster can also be submitted for consideration in the journal.

Presentation Equipment

All session rooms in Heidelberg University will be fully equipped with screens, data projectors, and computers. **Delegates are asked to bring a USB memory stick with their pre-loaded presentation.** As a backup, we also suggest you email yourself a copy of the final presentation.

A complete list of presentation guidelines, suggestions for presentation, and equipment information can be found here: <http://cgnetworks.org/support/conference-presentation-guidelines>

Program

The conference schedule of sessions can be found at <http://spacesandflows.com/2018-conference/program#block-2>. In addition to this, you will receive a program booklet at the conference with the final schedule for the plenary and parallel sessions.

Late additions and cancellations will be posted near the registration desk and updated daily.

Internet Access

WiFi will be provided onsite, throughout Heidelberg University, to all conference delegates. Please see the conference registration desk for login information.

Activities and Extras

Conference Tour: Evening Boat Cruise

Thursday, 25 October 2018 18:00-19:00 (6-7 PM)

Join your fellow conference delegates for an evening boat cruise on the Neckar River. A boat tour along the River Neckar is a wonderful way to see Heidelberg's architecture at a relaxed pace. The illuminated red-sandstone ruins of Heidelberg Castle, a noted example of Renaissance architecture, dominates the skyline as it sits 300 feet (91 meters) above the city. The Karl Theodor Bridge, known more commonly as the Old Bridge, is an iconic pedestrian bridge constructed in 1788 that spans the Neckar River. Set against a backdrop of lush green forests and dramatic hills, the picturesque city of Heidelberg as seen from the river is an experience not to be missed.

Drinks and appetizers will be provided on board.

Following the cruise, we recommend dinner at [Heidelberger Kulturbrauerei](#).

For more information on this tour, or to complete your booking, please visit: <http://spacesandflows.com/2018-conference/special-events#block-1>

Opening Plenary Session

Wednesday, 24 October

Attend the opening plenary session to hear the plenary talk by Timothy J. Cresswell, "Towards Low-Carbon Flows: The Politics of Mobility Transitions." This session will take place in Alte Uni Aula at Old Heidelberg University. The session will be followed by an opening reception.

Date: Wednesday, 24 October, 2018

Time: 18:15-19:30 (6:15-7:30 PM)

Location: Alte Uni Aula, Old Heidelberg University ([Grabengasse 1, 69117 Heidelberg, Germany](#))

There is no need to pre-register for this event.

Conference Opening Reception

Wednesday, 24 October, Directly following the opening plenary session

Common Ground Research Networks and the International Conference on Spaces and Flows will be hosting an opening reception at Bel Etage. The reception will be held directly following the opening plenary session. Join other conference delegates and plenary speakers for drinks, light hors d'oeuvres, and a chance to converse.

There is no need to pre-register for this event.



Conference Accommodation

Qube Heidelberg



"The modern building was built in 2009 and has air-conditioned rooms with lift and a small garage with double rack. The roof terrace, which is hosted in the summer also in the evening, offers relaxation with beautiful views of the Neckar River, the picturesque town, and the famous Heidelberg Castle. In addition, another terrace is available on the third floor. Also the breakfast and restaurant area located here with bar, lounge and outside terrace, where executive chef Sascha Epphardt spoils with fresh cuisine."

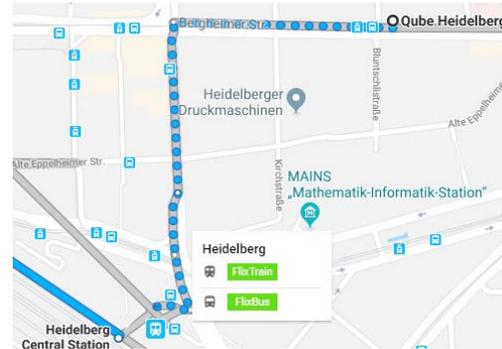
For more information, please visit:
<https://qube-hotel-heidelberg.de/>

Address:

Bergheimer Str. 74, 69115
Heidelberg
Germany
+49 6221 187990

Directions from Heidelberg Train Station to Qube Hotel

The train station is about an 11-minute walk to the Qube Hotel.



General Travel Tips & Information

Get to know the city you are going to visit before you leave home.

Many resources are available to help navigate the different sights and cultures abroad, and help you to more easily find your way around. Remember, the conference organizers are visitors to this beautiful city, too, and although we do our best to assist our conference delegates, we may not be best qualified to offer directional or tourism information. For this, we encourage delegates to engage the many helpful resources of a hotel's concierge desk or reference trusted travel sites and guidebooks, such as www.Frommers.com, www.Fodors.com, or www.TripAdvisor.com.

Know where you're going and how to get there.

Differences in languages can sometimes make getting around a foreign city challenging, even for the savvy traveler. It's helpful to have the addresses for both your hotel and the conference venue handy. Showing a taxi driver or ticket operator a written address is a helpful way to get you to your destination within the city when you arrive. If during your trip you will be on a schedule and need to get to places by a certain time (ie. conference check-in, presentation times, tours, dinner reservations, etc.), it's recommended that you explore and "test drive" the route you'll be taking ahead of time so that you're aware of the time it will take to get there. Taking this step also helps you know exactly where you'll be heading without the worry of getting lost. Maps, along with utilization of your hotel's concierge desk, and a little research of the local transportation systems ahead of time will also make your trip more enjoyable and run more smoothly.

Familiarize yourself with the transportation options available in your destination city.

Knowing the best way to get around any city is key. For instance, in many larger cities, public transportation is the preferred and often times the most economical and quickest means of transportation. These robust public transportation systems means there are often metros, subways, busses, trolleys and trains available to get you from one point to another seamlessly throughout a city, many times more economically and quicker than taxi or car hires.

Use only certified and registered public transportation when abroad.

If using taxis, avoid using taxis that are unmarked and have no identifying company emblems. It's always a good idea to call and order a taxi from a central dispatch office to ensure safe, professional service and pricing. If you need to hail a taxi on the street, be sure to look for a familiar taxi emblem from one of the major taxi companies in town and negotiate the fare before getting into the taxi to ensure a fair and agreed upon price.

Make hotel reservations before you arrive at your destination.

To ensure the availability of accommodations, make sure to confirm a reservation at the conference hotel or hotel

of your choosing before leaving home. Often times, and also depending on the time of year and what events are going on in your destination city, hotels fill up well ahead of the conference date, and accommodations can be very difficult to secure upon arrival. Reserving accommodations well ahead of your arrival (2-4 months prior to trip is recommended) can avoid much stress and often times can result in more economical rates versus last-minute accommodations.

Exchange money before you leave home.

Whether you plan on exchanging the majority of your currency when you arrive at your destination or anticipate paying mostly with credit cards, it's always a good idea to exchange a small amount of money before you leave home to have on-hand in case you can't find an exchange desk/shop right away upon arrival. Be sure to carry at least enough for transportation to your hotel and a meal or two. When exchanging money abroad, be aware of service charges noted in small print and shop around for the best exchange rates.

Be aware of the currency differences and familiarize yourself with the local currency.

Having a working knowledge of the various denominations ahead of time will help you avoid common tourist pitfalls such as short-changing and over-charging.

Place a travel advisory on your credit and debit card accounts.

Because of all the security measures banks and credit card companies have in place today, many companies will freeze a credit or debit card account if they see unfamiliar or foreign charges come through. To avoid this inconvenience, call your bank or credit card company before you leave home and ask to place a "travel advisory" on the card(s). Provide your institution with the dates of travel and countries you will be visiting to avoid having your card service interrupted while abroad.

Travel with a back-up credit card or travelers cheques for emergencies.

When traveling abroad, it's always smart to have more than one form of payment available in case your main form of payment is accidentally lost or not immediately available to you.

Bring country/region appropriate power adapters and voltage converters.

Standard electrical outlets and voltage amounts vary from country to country. Prior to leaving home, confirm the correct adapter type and voltage for the region and country you'll be visiting so that you'll be able to easily connect and use laptops, e-readers, cell phone chargers, electric shavers and hair dryers during your trip. Foreign adapters and converters can be purchased at most electronic stores and airport newsstands. Note that more powerful appliances, such as hair dryers, also require voltage converters to function properly overseas. Be sure to research and confirm what each of your devices will need in order to function safely and properly.

Consider purchasing travel insurance.

The savvy traveler is always prepared for the unforeseen and occasional emergency situation. Travel insurance is a smart way to make sure you're covered in case a medical emergency arises. Contact your insurance provider to see if they have travel policies that cover you overseas. Some credit card companies also offer travel insurance that cover travelers in case they experience medical or dental emergencies while abroad.

Bring any personal items and medications you will need during your time abroad.

Although pharmacies and grocery stores are easily found in many major cities, be sure to bring personal items and necessary medications with you, especially if you require a specific brand or prescription that can't easily be found or filled abroad.

Familiarize yourself with your cell phone carrier's roaming and international rates/charges prior to leaving home.

Often times, using personal cell phones abroad can be very costly depending on your carrier's roaming and international rates. Some companies have temporary international plans that can be purchased during your time abroad. Contact your cell phone carrier prior to your trip to inquire about the options available to you.

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