



JOINING INSTRUCTIONS

Dear Delegate

Thank you for registering for Euroclay 2015. We have >500 delegates, >440 presentations, five field trips, numerous social events, and many opportunities to interact with colleagues, all the while taking advantage of everything that Edinburgh has to offer.

Please read the information below, and where required, follow the links to the website where supplementary information is given.

Arrival and getting around

Many of you will arrive in Edinburgh by air travel. Taxis to the conference centre or hotels near it will cost ~£25. Edinburgh has a comprehensive public-transport system (tram + bus) which can also be used. A very helpful journey planner is available at <http://transportforedinburgh.com/>

A map showing many of the sites you will need to visit during the conference is available at <https://www.google.com/maps/d/view?mid=zO9hD31COw2Y.kZhcXUPp6Nhc>

Registration

Registration will begin at 08.30 on Sunday morning (5th July) at Appleton Tower for those attending the workshop: 'Filling the gaps – from microscopic pore structures to transport properties in shales'. The workshop will commence at 09.00 and will run until 18.45. It will take place in Lecture Theatre 4.

Ice-Breaker

Registration will continue at 18.30 on Sunday, followed by the welcome reception (food and drinks will be served) at the Playfair Library Hall (see map) and will run until 20.30.

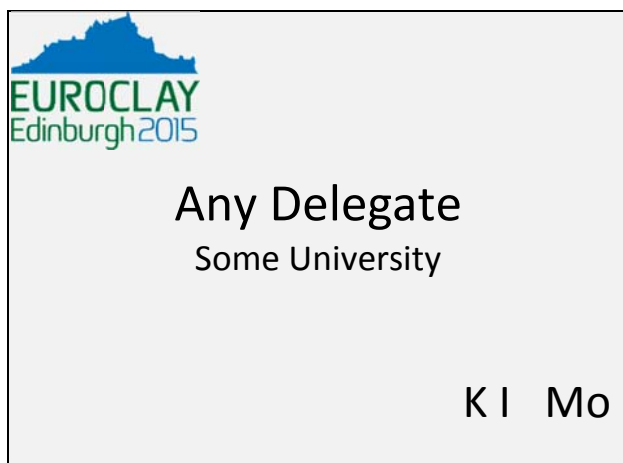
Conference Opening

Registration will continue from 07.45 on Monday (6th July) at Appleton Tower. To facilitate this, those staying at the Pollock Halls accommodation may collect a packed breakfast at the Reception Centre on their way to the conference rather than using the dining facilities which won't commence service until 07.30.

The main part of the conference will begin on Monday morning at 08.20, with a welcome by the convenor, Steve Hillier, the Clay Minerals Society (CMS) President, W. Crawford Elliott, and the President of the European Clay Groups Association, Peter Komadel.

Name badges

Given the number of ancillary events at this conference, we have decided to avoid using tickets for entry to events. Instead, name badges will contain a series of one- and two-letter codes in the bottom right corner.



The full list of codes is as follows:

- K – Workshop
- I – Icebreaker
- D – Dinner
- W – Whisky tasting
- H – Hutton field trip
- O – ORS field trip
- U – Southern Uplands field trip
- V – Volcano walk
- S – Stirling Castle bus outing
- R – Rosslyn Chapel bus outing
- Y – Royal Yacht Britannia bus outing
- Mo – Registered for Monday only
- Tu – Registered for Tuesday only
- Th – Registered for Thursday only
- Fr – Registered for Friday only

Different kinds of delegates will be given badges with different coloured logos, i.e. Accompanying Persons, Students, Session Chairs, Editors. Delegates, including accompanying members, are asked to wear their badges at all times during conference events. Failure to do so may mean a delay in your admission to an event. *Clay Minerals Society members will be able to collect ribbons from the CMS booth (to attach to their name badge) indicating their membership of that organization.*

Conference Venue

The conference venue consists of five adjacent lecture theatres, over two floors and a large concourse area. The larger lecture theatres (nos. 4 and 5, 300 seats each) are upstairs on the mezzanine floor level; the smaller theatres (1, 2 and 3, with 200 seats each) are downstairs with entry from the concourse level. All food and refreshments will be served on the ground floor concourse area.

Speakers are expected to load their talks at the front of the lecture theatre for their session by no later than the end of the break time preceding their session. The conference venue offers MS-Powerpoint. Please make sure your presentation is in this format. If this is not possible, you may bring alternatives, but make sure that you have appropriate cables/adapters for alternative equipment, and make sure to test your presentation using this equipment well in advance of your allocated talk time.

Laser pointers and lapel microphones will be provided.

There is no '**speaker-ready room**' as such, but we will have access to a computer room (mezzanine floor level) where it may be possible to do some work on your presentation or to check email etc.

Daily session lists for each room will be posted at the entrance to the respective lecture theatres.

The conference will offer complimentary **wifi access**. Please ask at the Registration/Help desk for an access code. Note that this code will serve for the whole week – you do not need one per day. The Eduroam network is also available at <https://www.eduroam.org/>

There is a lift/elevator available to move between floors for those who need it.

Generous time will be allowed in the programme for breaks. In addition, food and refreshments will be available for longer periods than shown in the programme. It will take some time to serve 500+ delegates. Please help us by being aware of the times/crowds and choosing your break time accordingly, where possible.

The **poster display** area is on the upper floor mezzanine area and in room M2. Those presenting posters should follow the plan which will be provided near the poster area to find where their poster should be placed. Each board will be marked appropriately. Remember: poster boards are A0 portrait in size. It may not be possible to accommodate your poster if it does not fit on one of these boards.

There will be two official poster sessions. Poster Session 1 will be held on Tuesday afternoon, commencing at 17.00. These posters are to be placed on the boards as early as possible on Monday morning and taken down at the end of Tuesday's poster session at 19.00. Poster Session 2 will be held on Thursday afternoon at 17.00. These posters are to be placed on the boards as early as possible on Thursday morning and removed before the end of the conference at 18.00 on Friday afternoon.

Velcro will be provided. No pins or sticky tape to be used please.

The conference centre offers a suite of **computer screens** on which we can display information/announcements about the conference, including social-media posts. Please help us to promote the event to those not able to attend by tweeting about your experiences! If you wish to post an announcement, please ask at the Registration/Help Desk.

Programme: Our conference will have more than 440 presentations. We have taken great care to ensure that the programme includes all the presentations offered (in the format requested). Given the number of people involved, changes to the programme between when it is published and the time of the conference are inevitable. High-resolution (33 Mb - www.euroclay2015.org/abstracthigh) and low-resolution (15 Mb - www.euroclay2015.org/abstractlow) versions of the programme and abstracts volume have now been made available. We will endeavour to keep delegates informed of any changes (by means of the computer screens mentioned above and via oral announcements). Note that we will stick to the schedule where possible, i.e. where talks are removed from the programme, the gap will be filled with discussion. We do not plan to move other presentations to fill gaps.

IMPORTANT NOTE: In recent weeks we have been informed of urgent repair work needed to the conference venue. This work will be taking place before, during and after our event. All of the work required is to the outside of the building and we have been assured that our conference will not be disturbed in any way by the work. We will be liaising closely with the venue management people to ensure that this is the case. When you arrive at Appleton Tower for the first time, you may find that it is wrapped in scaffolding. Do not be alarmed! Inside it will be business as usual. Large posters outside should guide you.

Conference Social Events

The ice-breaker reception has been mentioned above. In addition to this we have:

- the **student reception** on Monday evening. This is an important couple of hours in our programme set aside specifically for practising scientists to seek out and meet with student delegates. It will be easy to identify students as they will be wearing badges with a brightly coloured (purple) conference logo. Talk to them about their work, their challenges, their plans, etc. Drinks and snacks will be provided.
- on Tuesday evening we will have the first of two **poster sessions**, which will be accompanied by a plentiful supply of beer!
- after the Wednesday Field Trips, some delegates have opted for a **'Whisky Tasting Event'** in the evening (19.00-21.00). Those who have selected this option will make their own way to the 'Scottish Whisky Experience' (see map).
- On Thursday evening, at the end of the poster session, we will move immediately to 'Our Dynamic Earth' for the conference banquet. A welcoming drink will be served from 19.30 and dinner at 20.00. Dinner will be followed by a traditional Scottish Ceilidh dance.

Short Course

The conference Short Course – 'The Chemistry of Clay-Polymer Reactions' will take place on Wednesday, 8th July from 09.00 to 17.00 in Lecture room 2, on the concourse level at Appleton Tower. The same catering arrangements as on other days will be available to delegates.

Field trips

We have five field trips associated with this conference. One takes place in advance of the conference and is a multi-day event. The others take place on Wednesday 8th July and are one-day trips. These trips will involve some 270 of our delegates in total. The safety of delegates, leaders and staff is of paramount importance on these trips. Delegates are asked to read all of the information about safety (and insurance) available at www.Euroclay2015.org/fieldTrips. Delegates must obey the guidance and instructions given by the appointed field-trip leaders. All those attending a field trip will be asked to sign a "Field-Trip Leaders' Indemnity Form". The Mineralogical Society provides insurance cover for its members on field trips. This cover is extended to other delegates while at the conference. As always, delegates are advised to take out their own travel insurance.

The conference will provide a hard hat and a high-visibility (hiviz) jacket, both of which must be worn during the field-trips. Protective goggles will also be provided to any delegates who are using a geological hammer (though note that some of the sites to be visited are protected – check with the field-trip leaders). Delegates are expected to provide their own footwear, waterproof clothing, sunscreen, etc. Plan for every kind of weather. In July, Scotland can have beautiful sunny weather and high temperatures (30°C) or it can be cold (5°C), wet and miserable.....

All places on field trips are pre-booked. It may be possible to sign up during the conference in the case of cancellation.

The single **pickup point** for the field trips to (a) James Hutton Trail (depart at 08.30); (b) Devonian-Carboniferous (depart at 09.00); and (c) Southern Uplands (depart at 09.30) on 8th July will be outside Appleton Tower.

The walking trip to Arthur's Seat (city-centre volcano), will depart at 09.30 from near the reception centre at Pollock Halls.

Awards

Between all of the groups involved in this conference, there are many awards to be made. Instead of interspersing these throughout the conference or at the banquet, they will instead take place at a dedicated Awards Session at 16.50 on Friday 10th July.

Awards will be made for the three best oral and three best poster presentations by students during the conference (judged by a panel of senior scientists).

We thought it appropriate to finish the conference on a high point. The ceremony is expected to finish at ~18.00. Please come along to support your fellow scientists, many of whom will be young scientists, at the start of their careers.