



**THE
OPERATIONAL
RESEARCH
SOCIETY**

PRACTICAL INFORMATION OR60 ANNIVERSARY CONFERENCE

Web address for The OR Society conference pages – www.theorsociety.com/OR60

Telephone The OR Society offices at: +44 (0)121 233 9300 between 08:30 and 16:30

Web addresses for Lancaster University, LA1 4YW

Location: <http://www.lancaster.ac.uk/contact-and-getting-here/maps-and-travel/>

Main: www.lancaster.ac.uk

Security and Enquiries

The Security Lodge (map code SEC), is located on Bowland Avenue, (opp. Chaplaincy Centre, (map code CPC)).

From the A6 at the Main Entrance turn into Bigforth Drive. At island take first left, then first right onto Bowland Avenue.

Security staff are on duty 24hrs a day.

For emergencies on campus:

- from internal telephones call 444.
- from mobile telephones call 01524 594541. (24hr service).

For non-urgent issues:

- between 08:30-23:00 call Conference Reception on 01524 592899
- outside of these hours call Security on 01524 594541.

Conference

All daytime sessions are in buildings in the North Campus.

Conference registration, exhibitor stands, daytime refreshments and lunch will be in the Great Hall (map code GHC).

Conference Registration times are:

Tue 11 Sept 08:00 to 16:00

Wed 12 Sept 08:00 to 18:00

Thu 13 Sept 08:00 to 15:00

Proceedings open at 09:00 on Tuesday 11 September in the LICA building with a welcoming address from the Conference Committee Chair, Mr Graham Rand and the Dean of Lancaster University Management School, Professor Angus Laing.

Proceedings conclude at 16:30 on Thursday 13 September.

Name Badges

Can be collected from 08:00 on Tue 11 September onwards during conference registration times, from the conference registration desk in the Great Hall on North Campus. You will not need a name badge on Mon 10 September for the dinner and bar quiz.

Wi-Fi

All daytime session rooms and communal areas have free high speed Wi-Fi access. Delegates should use LU Visitor Wi-Fi. Select the LU Visitor network on your device. To connect, you can verify via Facebook or Google, or by email. Your Wi-Fi access on campus will last for 24 hours. To access for longer you'll need to register again.

Fire Regulations

Fire instructions are clearly displayed in each room. Staff won't always be in each room/area, however if an alarm is raised, porters, security and conference staff would be on site very quickly to assist.

Notes for Speakers / Stream Chairs

For Speakers:

- Please be familiar with the time and location of your talk and stream.
- Arrive at the location of your talk 10 mins prior to the scheduled start time.
- Introduce yourself to the chair of the session / stream organiser.
- With the help of the chair, familiarise yourself with the equipment in the room and how to connect your laptop. Presenters should bring a laptop with them.
- Talks are strictly 20 mins long with 5 mins for questions & answers (except for Keynote/Tutorial presentations)
- The stream chair will give indications of time remaining.
- Please also bring your presentation on a USB stick or similar as backup.

For Stream Chairs

- Arrive at the appropriate seminar room 10 mins before the start of the stream session.
- Familiarise yourself with the equipment in the room, including how to connect laptops to the projector.
- Introduce yourself to your speakers and highlight the fire instructions and exits for the space before starting the session.
- Remind the audience to switch off all mobile devices and that photography is not allowed without the prior permission of the speaker.
- Introduce each presentation (just the paper title and name of the presenting author).
- Your main role will be to ensure that the stream runs to time. Each talk (except keynotes and tutorials) is scheduled for 20 mins plus 5 mins for Q&A. There is a 5 mins break to allow movement of delegates between stream rooms.

Equipment

Equipment in each presentation room will include a computer, Data Projector, Screen, flip charts or white boards. A computer is provided in each session room for the speaker, however we also advise delegates to please bring their own.

Messages/Announcements

All timetable announcements as well as messages for delegates will be displayed on a notice board near to the registration desk in the Great Hall. Please make sure that you check regularly for any new information.

Accommodation

All accommodation is on the Lancaster University campus in the halls of residence. All rooms are ensuite. The specific building and room will be allocated to you at check-in.

Accommodation is split between North Campus and South West Campus. It takes approximately 15 minutes to walk from South West Campus to the North Campus where the session rooms are. Please note that accommodation on North Campus is very restricted. All rooms will be automatically allocated by the venue's system and will not be open for personal selection.

When you arrive at Lancaster University, please go to Visitor Car Park A on North Campus to check in.

All Check-in is carried out on North Campus from 14:00

14:00-23:00 Check-in at Bowland Hall (map code BLH).
(Opening hours 08:30-23:00)

After 23:00 Check-in at Security – (Map code SEC)

(Tue to Thur A check-in desk will be available in the Great Hall from 15:00-18:00)

Contact details for accommodation queries:

Between 08:30-23:00 call Conference Reception on 01524 592899.

Outside of these hours please call Security on 01524 594541.

When you check-in to accommodation you will be given a parking permit and advised where to park. **Parking is free but only if a parking permit is displayed at all times.**

North Campus accommodation – drive to Car Park B.

South West Campus accommodation – drive to Car Park J.

NOTE: If you are arriving by train and taxi, ask the taxi driver to take you to North Campus near to car park A, or as near to Bowland Hall as they can get. If you have heavy luggage, you may want to ask the taxi driver to wait while you check-in because most accommodation will be in South West campus, Cartmel College, which is approximately a 15 minute walk from North Campus.

There are no check-in facilities on South West campus.

Non-residents should use Visitor Car Park A.

We would advise ALL delegates to arrive in plenty of time to find a car parking space and collect their permits.

Wheelchair accessible spaces are clearly marked across all car parking areas on campus. Blue Badge holders are welcome to park without charge.

Luggage

Should be stored in the guest room reception area in Bowland Hall (BLH). Opening hours 08:30-23:00).

Accommodation Facilities

No smoking in any building, substantially enclosed areas, outside entrances or adjacent to windows of rooms where people work. This includes electric cigarettes & vapes.

All of the bedrooms are well equipped and accommodation comprises of:

- Wi-Fi access
- Soap, shower gels & shampoo provided
- Full linen, including towels with rooms serviced daily
- All bedrooms are en-suite.
- Tea and coffee making facilities in each room

Laundry Facilities: Laundrettes are available at:

- County South on North Campus
- Barker House Farm on South West Campus
(<http://www.lancaster.ac.uk/facilities/services/laundrettes/>)

Cash

You are advised to bring some cash for use in the laundrettes and for drinks and sundry items. Individual room accounts cannot be set up.

Meals, Drinks and Social Events

- Monday Dinner for all delegates is on South West Campus, Barker House Farm 19:00-20:00

Dinner will be followed at 21:00 by the famous bar quiz, hosted this year by Mike Wright and will also take place at Barker House Farm.

Cash Bar will be available.

You will not need a name badge on Monday night.

Cash Bar on North Campus is open at County South (COS) 18:00-23:00

- Breakfast each day will be served as follows:-

North Campus accommodation	07:30-09:00
Marketplace (map code COS)	
South West Campus accommodation	07:30-09:00
Barker House Farm (map code BHF)	

- All daytime teas, coffees and lunches on Tue, Wed and Thu: will be served in the Great Hall on North Campus

- Tuesday Lake cruise, drinks reception and dinner at Low Wood, Ambleside.

Coach leaves campus at	17:00 prompt.
Return to campus approx.	Midnight

Please bring your ticket with you.

Pick up points are near to the accommodation:

North Campus near to Car Park B, on perimeter road behind John Creed accommodation.

South West Campus perimeter road, near Cartmel Avenue and bus stops.

On arrival at Low Wood Hotel, drinks have kindly been sponsored by Taylor & Francis.

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| Tuesday | For those not going on the lake cruise:
Dinner is at Lancaster University
on North Campus at Market Place
(map code COS) | 19:00-20:00 |
| | Cash Bar is open nearby at County Sth | 18:00-23:00 |
| • Wednesday | Walking Tour of Lancaster
Coach leaves campus at
Pick up point from North Campus,
Alexandra Square.
Coach returns to campus approx. | 15:30-17:30
15:45 prompt.
18:00 |
| | Gala Dinner - LICA Building on
North Campus.
Please bring your ticket with you.
Be in the mood for music and bring your
dancing shoes for a Ceilidh!!
Cash Bar open at County South (COS) | 19:30 'til late
18:00-23:00 |
| • Thursday | Check out 10:00. See Accommodation above for details. | |

Taxis

Taxi ranks approved by the local authority are available on campus at the following locations:

- Bowland Avenue South outside the Chaplaincy Centre
- Perimeter Road outside the main entrance to the Management School
- Alexandra Park Drive by the Lonsdale College Bus Stop

Local Taxi operators

- 32090 Taxis: 01524 32090
- 848848 Radio Taxis: 01524 848848
- Coastal Taxis: 01524 60000
- A1 Taxis: 01524 35666

Taxi Ranks are available in Lancaster beside the Bus Station on Damside Street, at Lancaster Railway Station and at other locations in the city centre.

Buses

Buses from the centre of Lancaster run frequently. Services U2, U3, U3R and U4 connect to campus, as do some of the services on routes 41 and 42 from Lancaster to Preston.

Timetables are at: <https://www.stagecoachbus.com/timetables>

U3R runs every 30 minutes from Lancaster Railway Station to the campus during summer vacation.

Shops / Cashpoints / Library on Campus

There are several shops, cashpoints and a library on campus, including a Spar and a pharmacy. They are to be found in Alexandra Square in the centre of campus.

Pharmacy

Tel: 01524 36815

Situated just off Alexandra Square, the pharmacy is available to dispense prescriptions and for pharmacy medicines and advice.

Opening hours are 09:30 to 13:00 Monday to Friday outside of term time.

Doctor

Lancaster University Medical Centre / King Street Practice is located on campus.

Situated on the perimeter road near to the Pre-School Centre.

Tel: 01524 387780

A receptionist is available between 8:30am and 6:00pm Monday to Friday.

Lancaster Health Services:

<http://www.lancaster.ac.uk/about-us/theuniversity/our-campus/health-services/>

Anyone needing an ambulance should dial 999 on the internal telephone system rather than a mobile. The call is channelled through Security, who can meet the ambulance and quickly direct to the scene.

Cashpoint

There are numerous cashpoints around the campus and the most accessible is in The Student Union Building in the centre of the campus.

Sports Centre / Swimming pool

Contact: Tel: 01524 510600

Email: sportenquiries@lancaster.ac.uk

<http://www.lancaster.ac.uk/sport/sports-centre/payasyouplay/>

<http://www.lancaster.ac.uk/sport/sports-centre/openingtimes/>

Woodland Walk

Trim trail & Woodland Walk

<https://www.lancaster.ac.uk/media/lancaster-university/content-assets/images/sports/WoodlandWalk&TrimTrail2014.pdf>

Library – Alexandra Square

<http://www.lancaster.ac.uk/library/using-the-library/opening-hours/>

Tourist Information

Lancaster Visitor Information Centre, Meeting House Lane, The Storey, Lancaster. LA1 1TH

Tel: 01524 582394

Web: <https://www.visitlancashire.com>