

# The OR Society OR59 Annual Conference

12-14 September 2017

*Loughborough University, Loughborough, Leicestershire. LE11 3TU*

## PRACTICAL INFORMATION



Full campus map - <http://www.lboro.ac.uk/about/find-us/map/>

Web address for The OR Society Conference OR59 – [www.theorsociety.com/OR59](http://www.theorsociety.com/OR59)

Telephone The OR Society at: +44 (0)121 233 9300

Web addresses for Loughborough University, Loughborough. LE11 3TT

Location: <http://www.lboro.ac.uk/about/find-us/>

Main: [www.lboro.ac.uk](http://www.lboro.ac.uk)

### Security and Enquiries

Security staff are on duty 24hrs a day should you require assistance.

For **emergencies** on campus, call security on Tel: 01509 222141. This is a 24hr service.

For **non-urgent issues** on campus, call security on Tel: 01509 222141 or Tel: 07816549370 for the on-site CSA (Conference Service Assistant).

## Conference

All daytime sessions+ Plenary's are in the James France building. No.67 on the campus map.

## Wi-Fi

All daytime session rooms and communal areas have free high speed Wi-Fi access. Delegates will be given login details when registering at the conference desk or when checking into the University accommodation. The same login will work in all University buildings including the accommodation.

### Connecting to the Wi-Fi

To connect to the Wi-Fi search for "imago" & select.

Then click on the self- registration link at the top of the page.

Enter the details as required & the daily login code (available at reception if not on display).

If internet access is required on consecutive days, select the number of days you require access for and the code will remain valid for the duration selected.

**Conference registration** is in the James France Building, Exhibition Hall: -

If you are arriving on Monday, you will not need your name badge in order to have dinner.

Tue	12 Sept	08:00 – 18:00
Wed	13 Sept	08:00 – 16:00
Thu	14 Sept	08:30 – 14:00

Proceedings open at 09:00 with a welcoming address from the Conference Committee Co-Chairs, Jiyin Liu and Sayara Beg and the Dean of Loughborough School of Business & Economics, Stewart Robinson, on Tuesday 12 September 2017. Conference proceedings conclude at 16:00 on Thursday 14 September 2017.

## 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.
- You are encouraged to also bring your presentation on a USB stick or CD/DVD as a 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.
- 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. Although a computer is provided in each session room for the speaker, we advise delegates to please bring their own.

**Please Note:** There is an additional cost for computer log-ins onsite and if required will need to be pre-arranged, unless anyone has a Loughborough University login

### Messages/Announcements

All timetable announcements as well as messages for delegates will be displayed on a notice board in the Exhibition Hall of the James France building. Please make sure that you check regularly for any new information.

### Accommodation venue

Accommodation will be on campus in the Elvyn Richards Hall of Residence,

<http://www.lboro.ac.uk/services/accommodation/halls/elvyn-richards/>

No.29 on the campus map.

Address: Elvyn Richards Hall, Loughborough University, LE11 3UQ

Tel: +44 (0)1509 274488

Email: [sac@lboro.ac.uk](mailto:sac@lboro.ac.uk)

### Accommodation Check In/Out and Room Keys

Check in is from 15:00 on the day of your arrival.

Check in is at The Hub reception desk. No.28 on the campus map.

For accommodation queries, call the conference office. Tel: +44 (0)1509 633030 08:30-17:30

Check out is by 10:00am. Keys to be handed in to The Hub reception desk.

**Luggage** can be stored in either Elvyn Richards Hall or in the Exhibitor Hall in the James France building either on arrival or before departure. Please ensure exits and hallways are kept clear.

### Accommodation Facilities

There is a strict no smoking policy at Elvyn Richards Hall

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

- Wi-Fi access
- All bedrooms are single occupancy ensuite.
- Full bed linen, including towels are provided on arrival.
- Additional towels can be requested from The Hub, as required.
- Rooms will be serviced daily.
- Paper bath mats are provided and changed daily.
- Toiletries will be provided on arrival.
- All areas have access to Laundry Facilities
- Tea and coffee making facilities are available in the nearest kitchen area. (Small packs of biscuits and clean mugs will be provided each day.)

## Laundry Facilities

If you require laundry facilities, this can be arranged at The Hub reception desk where delegates can pay cash for a laundry card.

## Cash

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

## Meals and Drinks

If you have booked accommodation and/or an evening meal as a separate option:

- Breakfast each day will be served in the Village Restaurant 07:00-08:30  
Other meals and drinks information is as follows:
- All daytime refreshments and lunches for delegates will be in the Exhibition Hall of the James France building.

Monday	BBQ Dinner	19:00 – 20:30	Village Restaurant
Tuesday	Drinks Reception	19:00 – 19:30	Village Restaurant Bar <i>Kindly sponsored by Taylor &amp; Francis Publishers</i>
	Dinner	19:30 – 21:00	Village Restaurant
	Evening Social	21:00 – 23:30	Bar Quiz Night! Village Restaurant
Wednesday	Gala Dinner & Drinks Reception	18:30 – 23:00	National Space Centre <b>Please bring your ticket.</b> <i>Kindly sponsored by Loughborough University</i>

### Cash Bar for those not going to the gala dinner:

The Village Restaurant Bar, Burleigh Court Hotel and the Harvester Pub on Ashby Road, just across the main road from the University will all serve food and drink.

Thursday	Check out Luggage store	10:00 latest	Keys to The Hub, Elvyn Hall Elvyn Hall Accommodation and Exhibition Hall, James Francis building
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## Social Events

**Monday evening** will be a BBQ and cash bar.

**Tuesday evening** will be a drinks reception followed by dinner and our traditional exciting Bar Quiz in the Village Restaurant area just a few minutes' walk from Elvyn Hall accommodation.

*Thank you to Taylor & Francis for sponsoring the reception!*

**Wednesday afternoon** social trip to Bradgate Park. The Park was first enclosed as a deer park around 800 years ago and houses the ruins of Bradgate House, birthplace of Lady Jane Grey.

Coach pick up point will be from outside the James France building. Leaving at 15:10 sharp! Coach will return to Elvyn Richards accommodation between 17:30 – 18:00.

**Wednesday evening** drinks reception and gala dinner!

A drinks reception for all delegates will be held at the National Space Centre at 19:00 followed by a film and dinner plus exhibition viewing time.

Coach pick up point will be advised on the day due to road works. Leaving at 18:30 sharp!

**Please bring your Gala Dinner ticket with you for entrance.**

Dinner 20:00 – 21:30

Exhibition: 21:30 – Midnight

*Thank you to Loughborough University for sponsoring the reception!*

### **Taxi Numbers**

ADT Taxis Tel: 01509 260000

Loughborough Taxis Tel: 01509 230230

### **Campus shuttle bus**

Runs along University Road, the pink road running through campus on the campus map.

A bus stop is by the Pilkington Library (near Village Restaurant and Elvyn Richard accommodation).

There are stops along the way and then one on Margaret Keays Road, a short walk from the James France building for our sessions.

Ticket purchased from bus driver = £1

Buses run every 15 minutes from 08:00 to 18:00

### **Shops on Campus or nearby**

Shops on campus are marked on the map as 'S' for buildings 24, 37 and 86 although opening times may be variable. Other close shops and supermarkets are in the town centre.

Delegates can get to town either on the bus, taxi, drive or walk.

### **Chemist**

Inside Sainsbury's. A short journey from campus to the outskirts of the town centre.

Sainsbury's, Greenclose Lane, Loughborough. LE11 5AS Tel: 01509 237724 Open 08:00-22:00

### **Doctor**

To locate a Doctor please call Loughborough Medical Centre – 01509 568800, this is based at Loughborough Hospital, close to the University.

### **Cashpoint**

There are numerous cashpoints around the campus including the Pilkington Library, building no. 24 (near the Village Restaurant) and the student union, building 86.

**Loughborough Tourist Information Centre**

Address: Town Hall, Market Pl, Loughborough LE11 3EB. Tel: 01509 218113

Web: <http://www.loughborough.co.uk/>

**Leisure Facility**

Delegates can use the Power Base Gym on campus. Tel: 01509 226250

Building no. 97

**Library**

Delegates can use the Pilkington Library. Close to the Village Restaurant building no.26