Membership

All attendees of the Conference must also hold membership of the Association. Conference fees reflect this requirement. If you have not yet paid your membership, please do so now. Attendees who have registered but who are not members will be required to join before attending the conference.

Conference Dinner

This year’s Conference Dinner will take place in the luxurious Piano Lounge of the Europa Hotel, with a menu of high quality Northern Irish produce in beautiful surroundings. The intimate Piano Lounge is the perfect place to mix socially with other delegates, and all are welcome. Tickets for the Conference Dinner are still available. Book online at http://www.sociology.ie/store/c4/SAI_Annual_Conference_2017.html

Wifi

Visitors from a University that provides an eduroam “home” service for their staff and/or students should be able to use eduroam at Ulster. Before your visit, you should set up your device according to your own organisation’s instructions. It will connect automatically at Ulster.

All Irish and UK universities offer Eduroam to their staff and students. If you do not have access to Eduroam through a university, you should email l.michael@ulster.ac.uk with your full name, organisation, and work email address, so that we can arrange a visitor account for you. Requests should be sent by close of business on Tuesday 2nd May.
**Arrival**

On arrival, please go to the registration desk to collect your conference badge and programme. Coffee and tea will be available to refresh you after your travels.

**Presenters**

Ordinary papers are allocated 15 minutes each, and all papers will be heard in a panel before a general discussion. Pre-organised panels may have different time allocations depending on the number of speakers and this should be confirmed in advance to all speakers by the panel organiser.

In order to protect the discussion time, presenters will be asked to keep strictly to the 15 minute limit. Where there is an absent presenter, the Chair may choose to be more lenient with the time, provided the discussion time is protected. All presenters are encouraged to contribute to the discussion around the general themes of the session as well as their own paper. Feedback from the 2016 conference showed that delegates most valued the quality and range of discussions, and therefore you are asked to be mindful of this in your participation.

Powerpoint presentations may be brought on a USB stick to the conference, or accessed via the web. Please copy the presentation to the standing PC in the allocated room. You are asked to do so on arrival if possible. If not, please attend your session promptly to upload the paper to the standing PC before the presentations begin. Instructions for saving your presentation will be printed at each PC. There is no facility to connect a laptop to the standing PCs.

**Chairs**

Chairs will be provided with sign cards to indicate time allowed to presenters, and to protect the discussion time, to ask presenters to keep strictly to the allocated time limit.

Chairs of pre-organised panels are asked to inform panel members of their allocated time in advance, and to remind them of this at the start of the session. Please allow adequate time for discussion.

**Poster presentations**

Poster presenters will be provided with a space on a display board which will accommodate one poster of A1 size (594mm x 841mm), of landscape or portrait orientation. Two posters will be allocated to each poster board. Posters exceeding the size requirements will not be displayed. Please display your poster, and any leaflets you have produced, as soon as you arrive at the conference. Hanging materials will be provided. You are responsible for displaying your poster and removing it after the conference. Places on display boards will be allocated by the Conference Organisers. Posters must be in place 45 minutes before the dedicated poster session, and where possible they should remain on display for the duration of the conference.
Accessibility

There is good accessibility at the Belfast campus, and we will be happy to help if you have any special requirements. All rooms are accessible by lift as well as stairs and there are accessible toilets close to all of the conference rooms. Room layouts include wheelchair-adaptable desks, and volunteers are on hand to provide assistance as required.

Large print format of the conference programme is available on the website, and a small number will be available at the desk on arrival.

Volunteers and registration desk

A team of dedicated volunteers will be on hand throughout the conference to provide support. The registration desk will be manned at all times to facilitate access into the conference rooms, and you may direct any queries there.

Annual General Meeting and Elections

The AGM of the Association is held annually at the Conference. A report of the year’s activities and accounts are presented, and new members elected to the Executive Committee. Nominations are invited for all Officer positions (President, Vice-President, Treasurer, Membership Secretary, Minutes Secretary) and ordinary committee positions, including Postgraduate Representative and Web Officer. The AGM is a great opportunity to ask questions about the organisation and suggest new ideas for events and activities to support Sociology in Ireland, and we invite you to join us for a lively discussion.

Social media

We invite all delegates and attendees to tag conference discussions on Twitter with #SAIConf2017 or @Soc_Ass_Ire

A Twitter visualisation of the conference discussions will be on display at the conference, and shared on our website. Please use social media responsibly.

Transport and access

Belfast is a walking-friendly city, and easily accessed through the bus station by the Europa Hotel or through Central Station. The York Street campus is in the Cathedral Quarter and accessible on foot, by bus or by train at Yorkgate Station. The campus is a 15 minute walk or 5 minute taxi from Belfast Central. An online journey planner and timetables are available at http://www.translink.co.uk/

Parking is not available at the York Street campus, but there is on-street parking (Parkmobile app recommended) and a NCP carpark nearby as well as Park and Ride locations outside the city.

Belfast Bikes can be hired for £5 for 3 days for convenience (register at belfastbikes.co.uk) and there is a pick-up/drop-off at the University.