

# Autscape Registration

Autscape Registration on Tuesday will be in the John Kirkham Hall between 2:30pm and 5pm. (Day guests may register from 1:45pm so they can check in to their hotel before the orientation talk.)

We hope the venue will allow us to have the door open directly into the John Kirkham Hall where registration will take place. If the door is closed when you arrive, enter via main doors to reception, turn left and follow the signs to the John Kirkham Hall. You will go through a link corridor with glass sides. There is a map showing this on page three.

## **At registration you will:**

- Tick your name to say you have arrived.
- Pick up your conference pack. They will be laid out in first name order.
- Sign up for a home group (if you want).
- Sign up for a packed lunch on Friday (if you are leaving before 1pm on Friday).
- If you want a longer lanyard, swap the black one in your pack for a green one. We will have one of each on display.
- If you need them, pick up a printed programme, notepad and folder.

We expect that nowadays most people have access the programme on line so we haven't printed copies for everyone, but please take a printed copy if you will use it.

Please do not take someone else's conference pack unless they are on the same booking as you. If you need to do this, let the registrars know first so they can record who took it. This is important as it allows us account for who has arrived and not arrived.

It is helpful if you can keep the registration area clear by moving away from the registration desk before opening your pack.

If you need assistance, please ask anyone wearing a blue Autscape vest.

## **Home groups**

The A1 – A5 home groups run after dinner.

The B1 – B5 home groups run before breakfast.

Remember to make note of which home group you are signed up for.

## **After registration**

Once you have registered, make your way through the glass link corridor to the lounge.

There will be some craft activities in the Teeton Room from 3pm to 5pm. Other activities will be in the lounge, including a coffee break at 4pm. Please register before you go to these!

## **Residential guests**

You will find your room key in the pack. The room number is on the key fob.

The venue have clearly labelled the way to each bedroom.

## **Orientation**

If you are new, go to the Orientation talk at 5:15pm.

There is a shorter orientation talk for people who have been to Autscape before starting at 5:30pm.

The venue have a safety briefing they need all participants to hear. This will be given during the orientation sessions.

## **Evening meal**

Please go to the dining room on time to be seated for the evening meal at 6:30pm. Wait in the lounge until the dining hall is open.

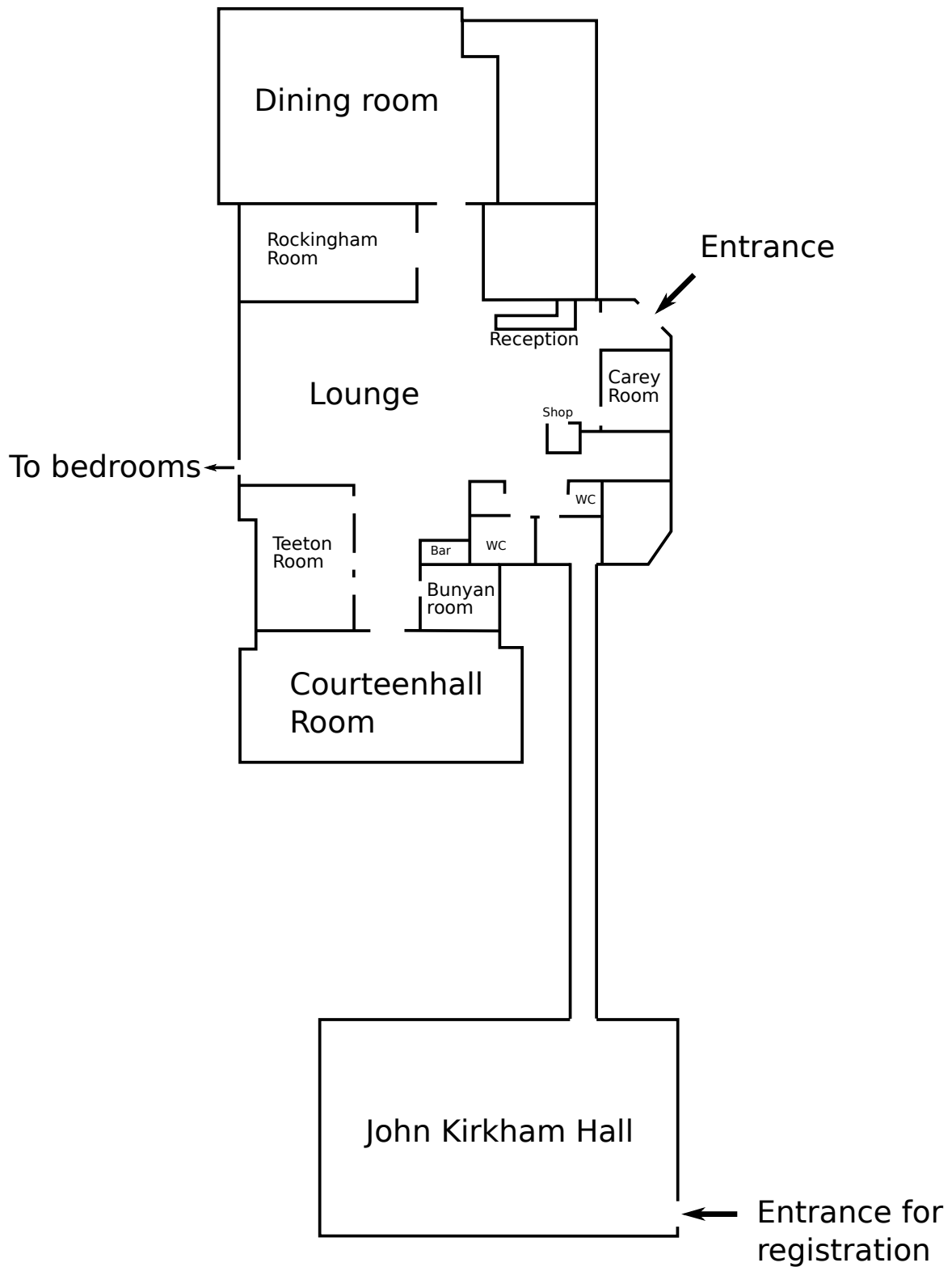
## **Notes**

If you need a label for something for the fridge ask at the registration desk.

At the end of the conference, there will be a box for unused / unwanted conference supplies.

The closest car park to the John Kirkham Hall is the first one you get to when you arrive on site.

After Tuesday afternoon registration is finished, the registration desk will move to the lounge. It will stay there for the rest of the conference.



*Note: The area around the WCs on the map may not be exactly as shown - some rooms were moved to make way for the link corridor between the John Kirkham Hall and the rest of the conference centre.*