



# COL Laboratoire

Summer School 2016

INFORMATION PACK



Dear ColLaboratoire Participant,

**Welcome to CogNovo's summer school!**

The following information pack should provide you with everything you need to know during your time at Plymouth University.

ColLaboratoire is a fantastic opportunity to be fully immersed in the practise of collaboration and the projects on offer this year promise to generate a fantastic array of discussions and end products. During this week-long event, you will have the opportunity to work on your projects but also engage with other summer school applicants and assistants in the various social activities we have organised.

The summer school has attracted participants from all around the world and we are excited to be bringing such a diverse community together this year.

We want to make you feel as welcome and supported as possible during your time with us! Should you have any questions prior to the start of the summer school, please do not hesitate to contact a member of our summer school committee:

Ilaria Torre: [ilaria.torre@plymouth.ac.uk](mailto:ilaria.torre@plymouth.ac.uk)

Kathryn Francis: [kathryn.francis@plymouth.ac.uk](mailto:kathryn.francis@plymouth.ac.uk)

Tara Zaksaitė: [gintare.zaksaitė@plymouth.ac.uk](mailto:gintare.zaksaitė@plymouth.ac.uk)

Christos Melidis: [christos.melidis@plymouth.ac.uk](mailto:christos.melidis@plymouth.ac.uk)

We hope that you have a fantastic time with us and look forward to warmly welcoming you in August!

Best wishes,

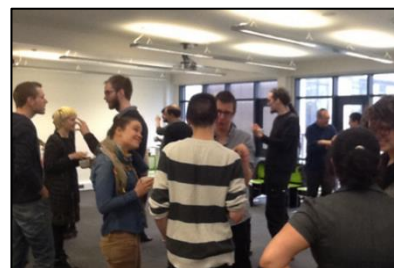
*Summer School Committee*

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# 1. About CogNovo

CogNovo is an innovative Doctoral Programme, funded by the EU Marie Curie Initiative and Plymouth University, to foster research training in the emerging field of Cognitive Innovation. CogNovo offers transdisciplinary training that combines scientific studies of the neural correlates and mechanisms of creativity, with investigations into the role of creativity in human cognition, and their application in sustainable technological and social innovation.



Collaboratoire was born out of CogNovo's interdisciplinary nature and focuses on collaboration within and between various disciplines. The summer school was created by CogNovo research fellows and is an attempt to share our knowledge of collaborative practice. The programme is run and led by the research fellows with contributions from experts in the field and support from various assistants. Through this unique approach, we hope that your experience will be a rich and rewarding one.

## 2. Arriving in London

### Travelling to Plymouth from London Airports

London has five international airports: Heathrow, Gatwick, Stansted, Luton and City Airport. All of these airports are approximately 200-250 miles from Plymouth.

**TRAIN:** All five London airports have train stations (City Airport has stations nearby including London Bridge and Waterloo). The train journey from any of these stations to Plymouth train station takes approximately 4 – 6 hours. We recommend that train tickets be purchased online prior to your journey, to avoid incurring in high fares ([www.thetrainline.com](http://www.thetrainline.com), [www.nationalrail.co.uk](http://www.nationalrail.co.uk)).

**COACH:** There are regular coach services from London stations into Plymouth. The coach service from London Victoria (via Exeter) to Bretonside Bus Station in Plymouth takes approximately 4h 30m. For more information about travelling via coach visit [www.nationalexpress.ac.uk](http://www.nationalexpress.ac.uk) and [www.megabus.com](http://www.megabus.com).

## 3. Arriving in Bristol

### Travelling to Plymouth from Bristol Airport

Bristol airport is approximately 100 miles from Plymouth.

**TRAIN:** Bristol airport offers a shuttle service to the nearest train station (Bristol Temple Meads) <http://www.bristolairport.co.uk/to-and-from-the-airport/bus-and-coach>. At peak times, this leaves

up to every 8 minutes, 24 hours a day, 7 days a week and takes approximately 30 minutes. A return ticket is £11.00.

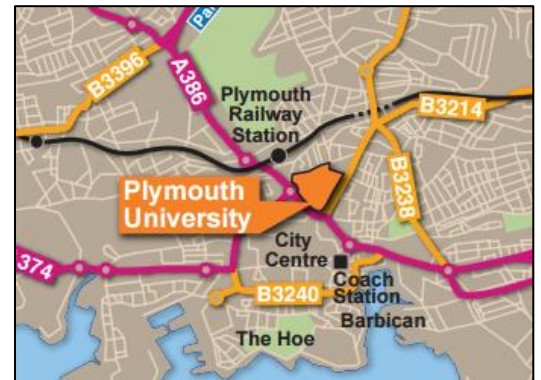
The journey from Bristol Temple Meads train station to Plymouth train station takes approximately 2 hours. We recommend that train tickets be purchased online prior to your journey ([www.thetrainline.com](http://www.thetrainline.com), [www.nationalrail.co.uk](http://www.nationalrail.co.uk)).

COACH: There are regular coach services from Bristol stations into Plymouth. The South West Falcon Coach Service from Bristol Bus Station to Bretonside Bus Station in Plymouth takes approximately 4h 30m. For more information about travelling via coach visit [www.stagecoachbus.com](http://www.stagecoachbus.com), [www.nationalexpress.ac.uk](http://www.nationalexpress.ac.uk) or [www.megabus.com](http://www.megabus.com). South West Falcon are now also offering direct bus connections between Bristol Airport and Plymouth Bretonside Bus Station, which take 2h45m; these can be booked through [www.megabus.com](http://www.megabus.com)

## 4. Finding CogNovo

Address CogNovo: LINK 3<sup>rd</sup> FLOOR, PLYMOUTH UNIVERSITY, DRAKE CIRCUS, PL4 8AA

Plymouth train station (0.4 miles) and Bretonside Bus Station (0.5 miles) are within easy walking distance of Plymouth University campus.



Once on campus, all buildings are within easy access. CogNovo is based on the 3<sup>rd</sup> floor of the Link building (number 20 on the campus map included in this pack).

## 5. Accommodation

Address Campus Accommodation: MAIN CAMPUS, PLYMOUTH UNIVERSITY, DRAKE CIRCUS, PL4 8AA

If you have opted to stay in our campus accommodation, we will confirm the building that you will be staying in closer to your arrival time. If you are arriving by car, please let us know as soon as possible and we will look into arranging a parking permit for you (subject to availability). For more information regarding council owned car parks visit [www.plymouth.gov.uk/carparks](http://www.plymouth.gov.uk/carparks).



If you have paid for accommodation through us, then you will be staying in a single en-suite with all towels and bedding provided. Each en-suite is arranged in a modern flat containing 6-8 bedrooms, each with access to a fully equipped kitchen/dining area. We have reserved blocks to ensure that you will be staying with other summer school participants.

The accommodation rate includes 4 hours free internet access per day. We are currently setting up internet access for you in campus buildings during the working hours of the summer school.

Check in and check out information will be sent to you closer to your arrival time. Please inform the summer school committee of the time of your arrival and departure and we can coordinate meeting you in order for you to drop off luggage.

## 6. Places to Eat (on campus)

Your accommodation will have a shared kitchen with all of the necessary facilities for self-catering but if you fancy grabbing a bite to eat, there are multiple cafes on campus to choose from (see the catering outlets map included in this pack). Opening times for these may vary during the summer months.

## 7. Summer School Structure

### Registration

You will need to register with the Summer School Committee on arrival. We are offering an early registration between 15:00-19:00 for anyone arriving in Plymouth on Sunday 14<sup>th</sup> of August in the Roland Levinsky Building (number 33 on the campus map). You will also be able to register on Monday 15<sup>th</sup> August between 09:00 and 09:45 in Link (number 20) on the 3<sup>rd</sup> floor in the CogNovo space. Please note that the summer school officially starts at 09:45 to allow for registration. At registration we will check that we have your contact details.

During registration, we will give you an information pack which will include tickets for your breakfast meals during the summer school, an ID badge, campus maps and electronic copies of this information booklet as well as the latest ColLaboratoire timetable. Each day, a summer school assistant will arrange to meet with you in the morning and take you to breakfast and then on to the location of the project work. There will always be someone on hand to answer any of your questions and to help you find your way to campus locations.

### Speakers

ColLaboratoire is focused on project work and so this will occupy the majority of your time while you are with us. On alternative days, we will also include a talk from guest speakers. Our keynote speaker will be:



PROFESSOR ROGER MALINA

“Roger Malina is an astronomer, space scientist and publisher/editor in the new emerging fields that connect the sciences to the arts and humanities. He is currently a Professor of Physics and Professor of Art and Technology at the

University of Texas and Directeur de Recherche for the CNRS in France “ ([www.utdallas.edu](http://www.utdallas.edu))

## Schedule

Project work will start from 10:45 on the majority of days during the summer school and will continue until 17:00.

In the evenings, we have put together an interesting social programme which we hope will help you to relax and get to know everyone during your time with us.

The full summer school programme is available online (and is subject to change so please keep an eye on it).

## Summer School Committee

We are a friendly team of committee members, summer school assistants and external collaborators, who will ensure that during the course, participants are supported. Photos to help you identify the summer school committee members will be available on the noticeboard outside of Link 3.

## Equipment

Individual project leaders will be in touch with you to let you know if there is any specific equipment that you will need to bring along with you to the summer school. In general, we encourage you to bring a laptop to each session.

## Welcome Reception

On the evening of Monday 15<sup>th</sup> August from 18:00-20:00 there will be a welcome reception for all ColLaboratoire participants, external collaborators and visiting speakers to meet each other. This will be held at the National Marine Aquarium (please check the programme for full details).



## Internet Access

Summer school participants can use the internet available throughout the campus and we are currently setting this up for you. If you have already signed up for EDUROAM at your current institution, you will be logged in automatically on the Plymouth campus.

## Health and Well-being

Please let a member of the committee know if you have an illness or injury which we should be made aware of during your participation in the summer school. If you feel unwell at any point during the week, please let a member of the committee team or your project team know.

## Breakfast and Lunch

Breakfast and lunch will be provided throughout the duration of the summer school. Breakfast will be prepared at a campus café and a summer school assistant will meet you each morning to take you. Lunch will be brought to the area in which project work is taking place. For anyone who has not already confirmed dietary requirements, please get in contact as soon as possible.

## Dinner

An international cooking evening will be held on Tuesday 16<sup>th</sup> August in which we encourage summer school participants along with committee members and visiting speakers to prepare a traditional dish from their own country and bring it to share in Link 3. This is not compulsory of course but if you do plan on making something, that would be excellent and we provide a time between 17:00. and 19:00 to do this.

A formal dinner will be held on Thursday 18<sup>th</sup> August at the River Cottage at Royal William Yard. This is free of charge and is a great opportunity to relax towards the end of the week.

For the remaining evenings, we can suggest some great local restaurants and bars for you to try out!

# 8. Local Shops and Services

## Surrounding Area

The Plymouth University campus is situated in the centre of the city, a 5 minute walk from Drake Circus Shopping Centre and 10-15 minute walk from The Barbican and The Hoe.

The local area provides a huge array of shops and entertainment from sandwiches to sushi and live jazz music to club nights, plus a daily market. For more information about what is on in Plymouth during your stay, visit <http://www.visitplymouth.co.uk/events>.



## Eating

The City Centre, The Barbican and Royal William Yard offer a number of places to eat and drink. Visit the links below to find out more:

<http://www.visitplymouth.co.uk/eating-out/restaurants>

<http://www.visitplymouth.co.uk/eating-out>

## Going Out

For a general guide: <http://www.visitplymouth.co.uk/things-to-do/entertainment-and-nightlife/bars-and-nightclubs>

For a guide to The Barbican: <http://www.barbicanwaterfront.com/pubs-clubs/>

## Shopping

If you do need to buy anything during your stay in Plymouth, you should be able to find everything that you need within walking distance of the campus accommodation.



Need some fresh food during your stay? Look no further than the local Plymouth market (<http://www.plymouthcitymarket.co.uk/>) with its fresh fruit and veg shops, baked goods and fishmongers. This is a daily market located 10 minutes' walk from campus accommodation.

Drake Circus Shopping Centre is open from 9:00-18:00 (with extended hours until 20:00 on Thursday) and offers a range of department stores (national brands and high street names) selling everything from clothing to electronics  
<http://www.visitplymouth.co.uk/shopping/where-to-shop/plymouth-city-centre/drake-circus>.



However, there are also a number of independent and local shops in the Independent Quarter, largely focused around the Plymouth City Market. Here you can find over 200 independent stallholders and traders selling everything from handmade jewellery to continental foods (<http://www.visitplymouth.co.uk/shopping/where-to-shop/independents>).

The majority of shops in the local area will close at 16:00 on Sundays.

### Banks

|                 |                         |                  |
|-----------------|-------------------------|------------------|
| • NatWest       | 12-16 Old Town Street   | +44 845 788 8444 |
| • HSBC          | 4 Old Town Street       | +44 345 740 4404 |
| • Barclays Bank | 140-146 Armada Way      | +44 345 734 5354 |
| • RBS           | 2 Old Town Street       | +44 1752 260 041 |
| • Halifax       | 22-24 New George Street | +44 1752 610 731 |
| • Nationwide    | 141-143 Armada Way      | +44 800 554 0439 |
| • Santander     | 159 Armada Way          | +44 845 765 4321 |

### Supermarket/Food Shops

- Sainsbury's, Armada Centre, Mayflower Street
- The Co-operative Food, 56 Mutley Plain
- Sainsbury's Local, 9-11 Mutley Plain
- Aldi, Greenbank Road
- Spa, 46 North Hill
- Tesco Express, Discovery Heights

### Post Office

- Post Office, 5 St. Andrew's Cross

### Police Station

- Charles Cross Police Station, PL4 8HG

## Pharmacies

- Boots Pharmacy, 59 Mutley Plain
- Boots, Drake Circus Shopping Centre (lower level)
- Superdrug, 26-28 Cornwall Street

## Emergency Phone Numbers

- In the event of an emergency, call **999**
- The police non-emergency number is **101**
- The NHS (care services) non-emergency number is **111**

