

Information for delegates

30th annual conference

#sfep2019

In the beginning was the word

Aston University, 14–16 September 2019

Session booking

Booking for seminars and workshops opens on Tuesday 30 July and closes on Friday 9 August. Places will be allocated on a first come, first served basis, so it's advisable to book early to avoid missing out on popular sessions.

Conference timing, AGM & pre-conference events

Timetable The conference begins with registration for resident delegates from 3.45 on Saturday 14 September and ends at 4.45 on Monday 16 September. Day registration starts at 8.45 on Sunday and Monday.

AGM Saturday 14 September, 5.00; if you didn't indicate when booking that you intend to be present but would still like to attend, please let the conference director know.

Speed networking Saturday 14 September, 2.30–4.00: This session will give you the opportunity to have short meetings with seven or eight other delegates. Most will be freelance editors and proofreaders, so the meetings aren't about pitching for work but about making connections and sharing experiences. At the end of the session you will have several ready-made contacts before the conference has kicked off in earnest. You can book this along with your other sessions.

Pre-conference tour Saturday 14 September, 1.30–4.15: If you have booked a place on the tour, you will receive information about where and when to meet and transport arrangements in the August conference email.

Housekeeping

Accommodation Accommodation is in (non-smoking) single-occupancy en-suite double, twin or single rooms: the bathrooms in the doubles have a shower over a bath, and the singles have en-suite shower facilities. Delegates with restricted mobility may wish to specify a single room when booking. There are a small number of accessible rooms with wet rooms: if you would like to book one of these rooms, please contact the conference director to confirm availability. All rooms have a hairdryer, TV and tea- and coffee-making facilities.

Bed and breakfast for an additional night before/after the conference can be booked as an extra for £83 per night. If you'd like to amend your booking to include additional nights, please contact the SfEP office and they can take payment.

Internet access

Free Wi-Fi internet access is available throughout the conference hotel. The password changes every month and is available from reception and on signs in conference rooms. Internet speed is generally good, although we have found that the connection drops out on some devices if not used for a while. If this happens you just need to reconnect to the network (you shouldn't have to re-enter the password).

Conference app

This year we are experimenting with an app for conference delegates, containing a lot of the information that is usually provided on paper in folders. The long-term aim is to significantly reduce the amount of paperwork produced each year, but for this year we will be offering both folders and the app. You will be able to download the app for free on both Apple and Android devices. More details will be sent to delegates in August.

Logistics & accessibility

Walking distances and accessibility All conference activities – sessions, meals, refreshments, the gala dinner – will take place in the Conference Aston hotel, where the accommodation is also situated. There are lifts between all the floors.

Travel and parking Information about getting to Aston is available [here](#), along with a campus map. Parking for the conference centre is available in Car Park 12 on the campus and must be booked in advance [via the website](#). It costs £7.95 per 24-hour period (8am–8am).

Other facilities available

The conference centre is next to the Woodcock Sports Centre, a restored Victorian building that houses Birmingham's oldest swimming pool (it opened in 1902) along with a gymnasium, both of which can be used free of charge by hotel guests (although when the pool is being used by schools or swimming clubs it will be closed for general swimming, so please check the [timetable](#) beforehand).

Filming at the conference

A camera crew will be filming at the conference to create a series of films that will be used to promote the Society. Where filming takes place in social areas or workshops and seminars, there will be designated opt-out areas that won't be filmed. We will be asking willing delegates to give short interviews about their experience of the SfEP and the various benefits it offers. If you'd like to participate, please contact the marketing and PR director, [Denise Cowle](#).