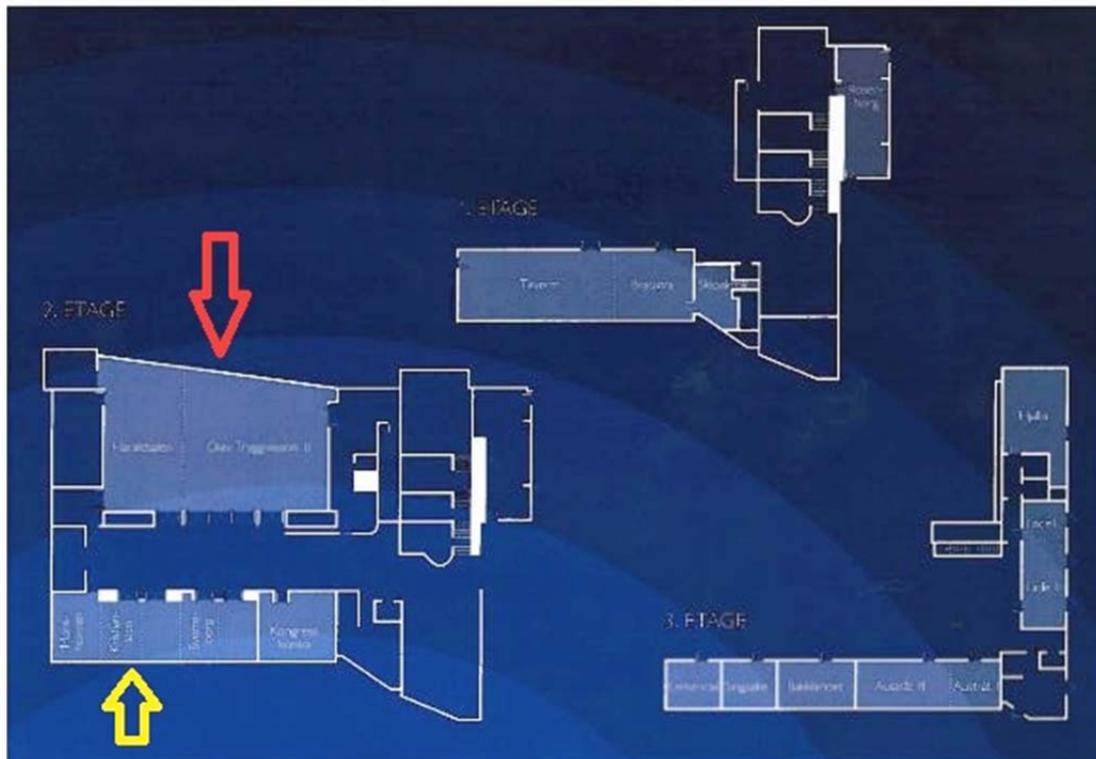


PRACTICAL INFORMATION

Workshop premises

Oral sessions will take place in the *Olav Tryggvasson II* lecture hall on the 2nd floor (cf. map below). Poster sessions will take place across the hallway from the lecture hall, in the rooms named *Munkholmen* and *Kristiansten*.



Accommodation and meals

Hotel accommodation for non-local workshop participants has been booked at Radisson Blu Royal Garden Hotel and will be billed directly to the network.

Lunches and Monday night dinner will be served in the restaurant on 1st floor, directly below the workshop lecture hall. All joint meals, Monday through Wednesday (lunch to lunch), are paid for directly by the network.

Reimbursement of travel expenses

The network will reimburse all direct travel expenses for participants travelling to Trondheim for the workshop. Expenses must be documented by receipts/tickets/boarding passes/seat slips/etc. Please, fill in the government travel reimbursement form (*Statens fellesblankett – Reiseregning*, attached), sign and submit paper copy with invoices in original to,

Jostein Grepstad
Dept. of Electronics and Telecommunications
NTNU
O.S. Bragstads pl. 2A
N-7491 Trondheim

For our invited international guests and the network board members, arriving in Trondheim on Sunday 10 June and/or departing on Thursday 14 June, the network will also pay a meal allowance for the extra day(s).

Guided tour of NTNU NanoLab

Your response to the invitation for a guided tour of NTNU NanoLab on Wednesday afternoon 13 June, i.e., after the workshop, has been overwhelming. A total of 48 participants have expressed their interest in this tour. Since we cannot admit such a large company in one go, we have set up a timetable for admission in groups of 9 at a time. We ask that you please enter your name on the booking list available at the registration desk, so that this will work out smoothly.

Since it will be difficult to accommodate everyone who preregistered for the tour of NanoLab on Wednesday afternoon, we have decided to prioritize those who have travelled to Trondheim for the workshop (36 participants). For the rest of you – domiciled in Trondheim – we offer a guided tour the next day, Thursday 14 June, either at 10:00 a.m. or 2:00 p.m. (Booking list available at the registration desk) Please, enter your name on the appropriate booking list, available at the registration desk. The duration of this guided tour is approximately 45 minutes.

Finding your way

The Archbishop's Palace, the venue for the guided tour and joint dinner on Tuesday evening, is located a 10-minute walk from the workshop premises Please, see the enclosed map for directions.

For those who have signed up for a guided tour of NTNU NanoLab on Wednesday afternoon, please show up outside the laboratory entrance 5 minutes before the announced start of your group. The laboratory is located as shown on the attached map of the NTNU Gløshaugen campus, which can be reached either by bus no. 5 from the city center or on foot (~25-30 minutes on from Royal Garden Hotel, cf. enclosed map).

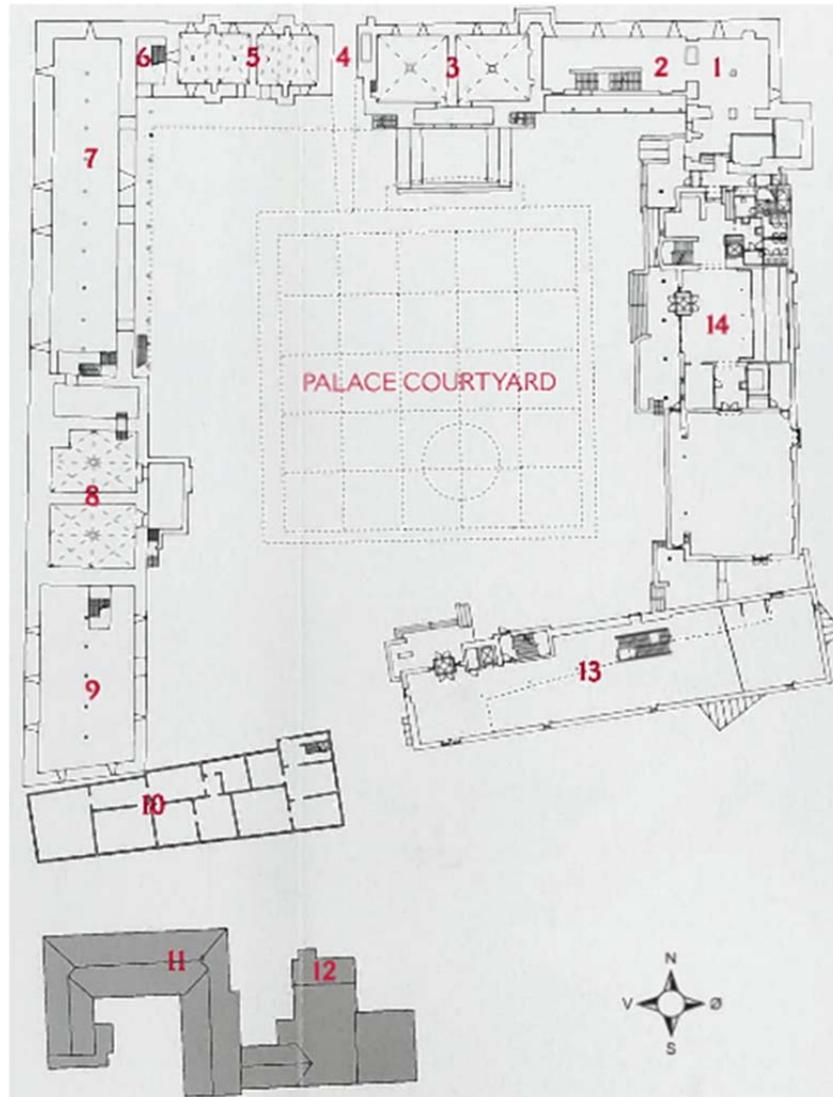
The bus for the airport departs from the Rica Nidelven Hotel, a two-minute walk from Royal Garden Hotel, and from Trondheim railroad station, also within a short walking distance from the hotel (cf. enclosed map).

Internet connections

WiFi-network is available to the workshop participants in the lecture hall, the poster rooms, and in the hallway mingling area. A new access code is given every day. Log on by:

1. Choose the “telenor” network
2. Open your Internet browser
(You will now be directed to the logon site)
3. In the drop-down menu, choose “conference”
4. Type in the access code in the text box below
5. You should now be online

Map of the Archbishop's residence



The workshop dinner will take place in the Masters' Hall (Herresalen), i.e., bldg. 3, 2nd floor. The entrance is from the Palace Courtyard, between bldgs. no. 1 and 14.

Relevant Maps

Trondheim

- Red circle: Hotel
- Blur circle: Airport shuttle bus stop
- Green circle: Train station (also bus stop)
- Purple circle: Archbishop's Palace
- Orange circle: Main building, Gløshaugen
- Pink circle: NanoLab tour meeting point

