



JOINING INSTRUCTIONS

Thank you for registering to attend the above conference.

<http://rsc.li/liquidsalts-fd2016>

Please bring this **Joining Instruction** with you as it will serve as your Entry Permit to enter the **University of Nottingham Ningbo China** for the first time before you register onsite.

Agenda at a Glance

Time/Date	May 11 2016	May 12 2016	May 13 2016
Morning	Registration	Conference	Conference & Closing
	Opening & Conference		
Midday	Lunch	Lunch	NA
Afternoon	Conference	Conference	Industry tour organized by UNNC (optional)
	Poster Session	Poster Session	
Evening	NA	Conference Dinner	

Note: All sessions will start and end on time. Please kindly be punctual.

Please refer to itinerary for detailed arrangements.

Venue (Lecture Theatre)

International Conference Centre (ICC) (Item 35)

University of Nottingham Ningbo China
199 Taikang East Road, Ningbo, 315100
Zhejiang Province, China

国际会议中心 (ICC)

宁波诺丁汉大学
中国浙江省宁波鄞州区康泰东路 199 号

Registration

Date/Time: 08:30 – 10:00 am, 11 May

Place: 1st Floor, International Conference Centre (ICC)

The registration desk will close at 09:50 am, please arrange your time so you don't miss the start.

A full programme with specific timings will be provided upon onsite registration

The conference officially starts with the welcome and introductions at 10:00 in International Conference Centre. The conference is scheduled to end at 13:15 on Friday 13 May.

Please pick up your name badge, abstract book, catering vouchers and etc.

Delegate Badges



Badges will be issued to all delegates. Participants are kindly requested to wear their badges throughout the conference for security and catering purposes.

Anyone without a badge will be turned away from catering stations.

Program & Pre-prints

Event Program is available on the website with PDF copy to download, also attached as separate file.

In addition to the **hard copy pre-prints** which have already been sent to you, the electronic pre-printed papers are now available to download. Please follow the [link](#) to the pre-prints on the event website page.

It is important that you read these in advance and come **PREPARED** to ask any questions.

The pdf pre-prints' are password protected.

Oral presentations & the discussions

We will be providing a computer onsite for your presentation; please download your talk onto a memory stick and copy it to the conference laptop before the start of the session.

You could also choose to use your own laptop. Please test it before your session start.

All delegates at the meeting, not just speakers, have the opportunity to make comments, ask questions, or present complementary or contradictory measurements and calculations during the discussion. If it is relevant to the topic, you may give a 5 minute presentation of your own work during the discussion. These remarks are published alongside the papers in the final volume and are fully citable. If you would like to present slides during the discussion please let the session chair know and load them onto the computer in the break before the start of the session.

A sample page of the recorded discussion a Faraday Discussion can be found as an attachment or by using the following [link](#) to an example of the published discussion for your reference

Finance and Fapiao

You are required to pay in full for this conference prior to arrival in Ningbo. If you have not yet paid to attend this conference, then please contact [China Events Team](#) immediately to arrange payment. Successful registration on arrival in Ningbo is dependent on payment prior to the event.

For Chinese-based delegates who require a Fapiao and have paid by bank transfer, please complete and print out the "[Fapiao Request Form](#)" to claim for your Fapiao between 12:00 – 16:00 on 11 May at the registration area.

Poster Session

Date/Time: 17:30 - 18:45 P.M., 11& 12 May

Place: 1st Floor, International Conference Centre (ICC)

All delegates are welcome to attend the Poster Session.

For poster authors



Please **print your poster by yourself** and bring it to site with you.

Upon registration, poster presenters should check in the abstract book for details of which board to hang their poster on.

Please stand by your poster during coffee breaks and poster sessions and communicate with the judges and delegates. A Faraday Division Poster Prize is available for the best poster based on:

- The quality and novelty of the research presented
- Design and layout of the poster
- Interaction with the poster judges

The Faraday Division Poster Prize Presentation will take place during the closing remarks.

Poster Size	Width 90cm * Height 120cm
Poster Number	Please find your poster number in the abstract book and locate the corresponding poster board and mount your poster accordingly
Set-up time	After registration or first coffee break before poster session
Take-down Time	After Event finishes

Internet Access

Username: wguest1/ wguest2/ wguest3

Password: UONuon123

Transportation

We suggest that delegates should aim to arrive in Ningbo on Tuesday 10 May.

Upon arrival in Ningbo, please arrange your own transportation to your hotel. You should also make your own way to University of Nottingham Ningbo China on 11th May.

UNNC will arrange daily shuttle bus transfer from Sofitel Ningbo/Yinyuan Hotel to Venue at 8:30 in the morning of May 12th and May 13th and back from venue to Ningbo Sofitel/Yinyuan Hotel in the evening of 11th May.

By Taxi

Airport to University of Nottingham Ningbo China venue:

Approximately 13 km, 35 minutes, 40 RMB by taxi

Railway Station to University of Nottingham Ningbo China venue:

Approximately 10 km, 35 minutes, 30 RMB by taxi

Please take me to [University of Nottingham Ningbo China](#), thank you!

Address: 199 Taikang East Road, Ningbo, 315100, Zhejiang Province, China

请送我到宁波诺丁汉大学，谢谢！

地址：中国浙江省宁波鄞州区康泰东路 199 号

UNNC can arrange airport pickup/send-off for you in Shanghai Pudong airport.

If you require this arrangement, please pass your flight information to us before **Thursday, 28 April**.

Accommodation



Accommodation is **NOT** included in the registration fee; please arrange your own accommodation. Information on choice of nearby hotels is available on our [website](#).

Catering (Vouchers required)

Coffee Break will be served at the poster session on the 1st Floor in International Conference Centre (ICC).

Lunches on May 11 and May 12 will be served on 1st Floor at [Robin Hood Restaurant](#) (Item D).

Please remember to take your **lunch vouchers** with you.

Time/Date	Wednesday 11 May	Thursday 12 May	Friday 13 May
Coffee Break, A.M.		10:30	10:30
Lunch	12:40	12:30	
Coffee Break, P.M.	15:15	15:15	
Evening	17:30	19:30	

Conference Dinner and Faraday Loving Cup Ceremony

The Conference Dinner on the evening of Thursday 12nd May will take place at the Sofitel Wanda Ningbo in the Dongqian& Yinzhou Hall (东钱&鄞州) on 3rd Floor from 19:30.

This is open to all registered delegates.

There will be shuttle bus arranged from ICC to Sofitel Wanda Ningbo, please be ready at the lobby before **18:50**. Shuttle bus will leave at 18:55.

Please show the following notes to the taxi driver if you miss the shuttle bus. Please note that the cost of the taxi is not covered by the registration fee.

Please take me to [Sofitel Wanda Ningbo](#), thank you!

Address: 199 Taikang East Road, Ningbo, 315100, Zhejiang Province, China

Tel: (+86)574/28899888

请送我到[宁波万达索菲特大饭店](#)，谢谢！

地址：中国浙江省宁波市鄞州区四明中路 899 号

电话：(+86)574/28899888

Tour of Ningbo CRRC New Energy Co.Ltd (Supercap Bus)

For anyone who would like to attend there will be a tour of Ningbo CRRC New Energy Co.Ltd (Supercap Bus) in the afternoon at 14:30 on 13th May. Further information will be available on the day.

Insurance

We advise that delegates ensure that they have adequate travel insurance arranged for their trip prior to the conference.

Onsite Contact



Please go to registration desk or onsite volunteers wearing black T-shirt with Royal Society of Chemistry logo.

Emergency Contact:

Sarah Lu (RSC): 00 86 133 010 37501

Mia Shen (UNNC): 00 86 156 5831 5260

If you have any questions about any aspect of the event, please do not hesitate to contact us.

We look forward to welcoming you to the Liquid Salts for Energy and Materials: Faraday Discussion in Ningbo China!

[China Events Team](#)

The Royal Society of Chemistry