



Second Conference  
Université de Liège  
June 25-28, 2015

---

Liège, January 30, 2015

Dear participant,

As promised, you will find below practical information for the organization of your travel to and stay in Liège as well as the presentation of your paper. Should you have any questions, please contact Frédéric Bauden ([f.bauden@ulg.ac.be](mailto:f.bauden@ulg.ac.be)).

We look forward to welcoming you in Liège at the end of June!

Frédéric Bauden,  
on behalf of the organizing committee.

1) Fees:

The conference registration fees are €40,00 for participants and attendees. If you plan to attend the farewell dinner which will take place the evening of June 27 (Saturday), please add €50,00 to your payment.

a) Payment:

- If you have a bank account in the EUR zone, you may transfer, at no extra cost, the total amount to be paid to the following account

Frédéric Bauden

IBAN: BE14 7925 8698 8983

BIC/SWIFT: GKCCBEBB

Bank name: Belfius

Communication: Fees SMS2015

Once the transfer has been made, please send a copy of the transfer to [smsliege2015@gmail.com](mailto:smsliege2015@gmail.com).

- If you don't have a bank account in the EUR zone, you may transfer the total amount to be paid via PayPal (you can use your bank account or a credit card; it is not necessary to register with PayPal) to the following address: [f.bauden@ulg.ac.be](mailto:f.bauden@ulg.ac.be). In this case, the amount to be transferred must be €45,00 for the registration and €55,00 for the farewell dinner (total: €100,00) in order to cover the PayPal charges.

**The deadline for payment in either case is April 30, 2015.**

b) Reimbursement: in case of cancellation of your participation in the conference after that date, the amount paid will be reimbursed if the cancellation is made **before May 31, 2015**.

**Please note that there will be no possibility to pay the registration fees or the cost of the farewell dinner at the conference.**

2) Travel:

- by plane:

a) international flights landing at [Brussels National Airport](#):

There is a [train station](#) on the lower level. You must take a train either to Brussels North station (15 min.; all trains going to Brussels stop at that station) or to Leuven (Louvain; 15 min.). There are two trains per hour connecting each city to Liège. You must get off at the main train station (Liège-Guillemins). It takes one hour to reach Liège from Brussels and 30 min. from Leuven. Please note that if you transfer in Leuven, the train for Liège will be announced in Dutch (Luik).

b) low cost companies landing at [Brussels South Charleroi](#) (Ryanair, Wizzair, etc.):

There is a [bus stop](#) at a 5 min. walking distance from the exit of the airport. The bus brings you to Charleroi main train station. There is one semi-direct train for Liège per hour. It takes 1h20 to reach Liège-Guillemins.

- by train:

a) there are several Thalys per day connecting Paris Nord station to Liège-Guillemins via Brussels. ICE (German high-speed train) also stops at Liège-Guillemins. If you travel with Eurostar (from London), you will have to change at Brussels-South (Midi) for another train to Liège-Guillemins.

- once in Liège-Guillemins, you will find a bus station in front of the train station where you can get a bus (1, 4, 25, 48) going to the city center (please pay attention to the direction: if in doubt, ask the driver). See the [map of the routes](#). Most hotels can be reached within 20 min. by one of these buses. You may also take a taxi: you should expect to pay €10-15 to get to most of the hotels located downtown.

### 3) Hotels:

- You will find a list of hotels and B&B [here](#). Pay attention to the fact that the hotel/B&B you choose must be located downtown. Those that are closest to the venue of the conference are: Ibis Liège Centre Opéra<sup>\*\*\*</sup>, HR Pentahotel<sup>\*\*\*\*</sup>, Hors-Château<sup>\*\*\*</sup>, Cygne d'Argent<sup>\*\*\*</sup>, Neuvise<sup>\*\*\*</sup>, Passerelle<sup>\*\*</sup>, Acteurs<sup>\*\*</sup>, Crowne Plaza<sup>\*\*\*\*\*</sup>. Cygne d'Argent offers a special price (€71, single room, breakfast included): do mention that you want to benefit from this price as you are participating in a conference organized by the University.

### 4) Venues:

- the conference venues are located in the main building of the University (7 place du 20 Août): [see the map](#). The main entrance is located in building A1 on the map (see picture below).



The first day of the conference (June 25) will take place in the "[Salle académique](#)", located on the ground floor, just inside the main entrance.

The following days (June 26-28) will take place in the "[Salle des professeurs](#)" located on the first floor, in the same building.

#### 5) Organization of the conference:

- themed day: each paper is allotted 20 min. There will be sessions of two to three papers, each session having a chair and a discussant. The roles of the chair are 1) to make sure that the time allotted to each speaker and to the whole session is respected; 2) to lead the discussion that takes place at the end of each session. A discussant (to be designated by mid-May) will engage in a debate with the presenters for about 15 min. The remaining time (about 15 min.) will then be devoted to questions and remarks coming from the audience. Participants are kindly reminded that they must send their paper to their discussant by June 11.

- panels: each paper is allotted 20 min. The roles of the designated chair are 1) to make sure that the time allotted to each speaker and to the whole session is respected; 2) to lead the discussion that takes place at the end of each session. Discussion, questions, remarks are made at the end of each panel. 30 minutes are allotted for the discussion, regardless of the number of papers within a panel.

6) Technical needs:

Powerpoint presentations are welcome. Though a computer will be available, it is recommended that you bring your own in order to avoid technical problems (fonts, images, ...).