



# Responsible Development in a Polycentric World

## Inequality, Citizenship and the Middle Classes

Dear Conference Participant,

We are delighted that you will be participating in EADI's 14<sup>th</sup> General Conference in Bonn, Germany from 23<sup>rd</sup> to 26<sup>th</sup> of June 2014. Before you set off for your travels to Bonn, we hereby want to provide you with some final information.

All necessary and useful information can be viewed and downloaded from the conference website [www.gc2014.org](http://www.gc2014.org). For urgent questions, you can contact the conference team via email [team@gc2014.org](mailto:team@gc2014.org).

We are looking forward to meeting you at the conference!

Best regards, The EADI-Conference Team

## Guidelines for Conference Participants

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### Registration

The registration to the conference (and the check-in for rooms in the conference centre) will take place in the foyer of the conference venue Gustav-Stresemann-Institute (GSI, Langer Grabenweg 68, 53175 Bonn). Registration will begin on 23 June at 2pm. On the following conference days, the registration desk will be opened from 8am onwards.

At the registration desk (to your right hand side when entering the foyer) you will receive your conference badge, the conference folder, and the voucher for the meals during the conference. At the desk conference team members will be able to answer your questions at all times. If you have booked accommodation in the conference centre, please check in to your room at the counter of the GSI which is to your left when entering the foyer. There, you will receive your room key.

*If you have registered online for the conference after 1 June 2014, please bring a proof of payment. It will fasten the registration process tremendously. It is possible to take part in the conference if you have not registered online: If you want to attend the conference without having registered beforehand or if you want to stay for another day, please make sure to bring the conference fee with you in cash.*

*Please make sure to wear your conference badge at all times. Regard the badge as your entry-ticket to Panels, Working Group Sessions and Plenaries.*

### Meals and dietary requirements

At the registration, you will receive vouchers for the various meals being included in the conference package. Please hand your vouchers to the restaurant staff when getting your meal. We kindly ask you to return unused vouchers to the registration desk when leaving.

If you have informed us that you are allergic to certain ingredients when you registered, a separate meal will have been prepared for you. Please let the restaurant staff know about your dietary restrictions so that they can serve you the food you need!

On Monday 23 a drink reception with fingerfood will take place from 18:00 to 21:00. We will provide a list of restaurants in the surroundings if you decide to have a late dinner. The restaurant and bar of the conference center also provides meals for those arriving later.

## Directions to the Conference Centre

In Bonn, you can travel throughout the city and to the closer airports (Cologne-Bonn, Düsseldorf, Frankfurt) with public busses, trams and trains. A map with all lines is available for [download](#). In addition, the city's public transportation offers an [online service](#) which allows you to check the next bus, tram or train arriving.



## Programme

The full programme of the conference is available online for registered conference participants under this link: <http://www.conftool.com/gc2014/sessions.php>. Here you will have an overview and details of the sessions of this conference. Please select a date or room to show only sessions at that day or location. Please select a single session for detailed view with abstracts.

You will also find the final version, including a printed version of all sessions in your conference folder which you will receive when checking-in.

*If you are presenting your paper at the conference, please make sure to check the final version of the conference programme for the exact date, time and location of your presentation.*

## Paper Management

Papers submitted to the EADI General Conference are made available for the conference participants in various ways: A USB-Stick with all papers will be handed to you at the check-in to the conference. Please kindly note that it only includes papers which were uploaded before 30 May 2014. Papers which were handed in later can be downloaded from the conference website from 23 till 26 June 2014. Please follow this link to be connected to the download: <https://www.conftool.com/gc2014/sessions.php>

*Please kindly note that some papers shall not be distributed outside of the conference. Further, please do not quote without the author's permission. If you want to quote and/or distribute the paper, make sure to contact the author via email (to be found on the cover page). Thanks!*

## Presentations

If you are presenting at the conference it is either in a panel session or in an EADI Working Group session. As panel sessions are organised by many different organisations, the set-up of these sessions vary depending on the organiser.

If you have handed in a paper for an EADI Working Group session you will present your research amongst a number of other researchers. The list of other researchers in your session can be viewed here: <http://www.conftool.com/gc2014/sessions.php>. Please feel free to prepare a power-point presentation to accompany your speech on your paper/work. Depending on the number of presentations in your panel, you will have 10-30 minutes to present your paper. Usually, the different presentations will be followed by a discussion evolving around the topic stated in the Call for Papers and/or the aim of the Working Group.

If you are presenting your research in one of the many Panels or Working Groups, please bring your own copy/file of the presentation with you to the conference! Notebooks will be available in all conference rooms. You can load your presentation onto this notebook just before your session starts.

In addition, we would like to offer you to send your presentation as a .ppt and .pdf to [team@gc2014.org](mailto:team@gc2014.org) to have a safety copy. Please name your presentation as follows before forwarding it to us: (1) Your family name, (2) Your Panel/Working Group Number, for instance: "Lastname PSXXXXXX" or "Lastname WGSXXX".

*If you are presenting, you should be aware of the programme and your presentation time. Please make sure that you find the room you are going to present in early enough to deal with possible problems.*

If you encounter problems, please make sure to find a student volunteer. S/he will be familiar with possible technical problems and will probably know how to help you. Otherwise, this student volunteer will know how to get help in order to solve your problem.

## Timing

In order to stay in track of time, please ensure that you start and end your presentation on the times indicated in the schedule. If you are presenting, please find your way to your room of presentations at least 10 minutes before the indicated time scheduled on the schedule so that you have enough time to set up your presentation and get to know the chair and your fellow presenters.

## Reporting

Each of the 92 sessions at the EADI conference will be reported on. This means that a short text or commentary about the results of the sessions, its discussions and participants will be published on the conference website. Most sessions will have an appointed rapporteur. However, if you are interested in publishing a short text about your session, please contact the daily coverage team ([rapporteur@gc2014.org](mailto:rapporteur@gc2014.org)) to receive more information and instruction about becoming a rapporteur.

All assigned rapporteurs will have received joining instructions before the conference. Please kindly note that **room S3** has been reserved for you: you can find the quiet and peace there to write your report and send it to the conference team ([rapporteur@gc2014.org](mailto:rapporteur@gc2014.org)). If you have urgent questions about your job as a rapporteur, please call +49 (0)1575-487 4247.

## Social Media

Please use the various channels of social media to report on the conference or follow its discussions and results:

- Twitter: #ReponsibleDev
- Facebook: European Association of Development Research and Training Institutes (EADI)
- LinkedIn: EADI General Conference 2014
- Website: [www.gc2014.org](http://www.gc2014.org), [www.eadi.org](http://www.eadi.org)

You want to ask questions in the plenary sessions or get more information from one of the plenary speakers? Please use the following hashtags to address the moderator who will pass your questions to the speakers:

- Plenary I on 24 June: #gc2014p1
- Plenary II on 25 June: #gc2014p2
- Plenary III on 26 June: #gc2014p3

## Student Volunteers

A team of student volunteers will be present at the conference. The thirteen students, wearing blue shirts, will be of help at all times. Please feel free to contact them with any questions you might have.

## EADI General Assembly

The EADI General Assembly will take place on 25 June 2014 from 17:15 to 19:00 hrs. You will find all relevant documents for the General Assembly on a special section of the EADI website at:

<http://eadi.org/general-assembly/>

Login: eadimember / Password: gc2014

## Global Media Forum

Due to a partnership with Deutsche Welle, participants of the EADI General Conference can register for the [Global Media Forum 2014](#) for free. If you are interested in pursuing this offer, please send an email with your contact details to [team@gc2014.org](mailto:team@gc2014.org) until 20 June 2014.

## Emergency Contact

If you have any urgent questions or an emergency call for the conference team, please call +49(0)228 2618 962 on weekdays from 9am till 4pm. During the conference, you can make emergency calls to +49(0)1575 4874249.