

Practical Information

The Venue

The conference will be held at the Colegio San Ildefonso-Rectorado and the Colegio de Málaga-Facultad de Filosofía y Letras. Both buildings are located in the historic centre of Alcalá de Henares within 4 minutes walking distance from each other.

Plenary and parallel sessions will be held in both buildings.

The San Ildefonso-Rectorado College will serve as the main building for the conference activities. There you will find the check-in & information office, which will always be attended by the technical secretary of the event. Also in this building you will find the Salón de Actos (Room 1) where the plenary events will be held. As the capacity is limited, when it is full the events will be broadcast by streaming to other rooms. We will let you know which room to go to when you arrive. In this building you will find the lunch and coffee area as well.

There are 9 rooms for the parallel sessions of the conference. Rooms number 1 and 2 are in the Colegio de San Ildefonso-Rectorado and numbers 3 to 9 in the Colegio de Malaga-Facultad de Filosofía y Letras.

When you arrive at the check-in, you will find maps to help you locate the room you are looking for and a team of volunteers to help you if you have any doubts.

In the venue, you will be able to access a dedicated wifi line for the conference:

SSID: **lac2024**

Code: **LAC-uah-9122**

Accreditation -Check-in

Our main objective is to avoid queues by trying to do the accreditation process in a staggered manner.

10 June: Early check-in opens from 12:00 and will remain open until 19:00. You are free to come to the venue, pick up your accreditation and familiarise yourself with the venue.

11, 12 and 13 June: Open from 8:10 a.m. until the end of the activities at the venue, as we share the check-in space with the information point for attendees.

Information on Meals

Welcome Reception, Coffee Breaks, and Work Lunch (cocktail style) will be served outdoors in the Historic Cloister of the Colegio de San Ildefonso. For the work lunches no alcohol will be served.

We have informed the catering team of the attendees' diet type and dietary restrictions. They will make every effort to accommodate them where possible. Once at the venue, please ask if you have any concerns.

Visits and Tourism

For those of you coming from outside Alcalá and Madrid, you can get information about how to get around and things to do or visit on the official tourism website of Alcalá (<https://visitalcala.es/>) or Madrid (<https://www.esmadrid.com/en/tourist-information-centres>)

We hope you find the conference interesting. Please remember to wear your ID badge during all conference activities.