



# University of Glasgow Dementia Conference 2018

**24<sup>th</sup> November 2018**

**The New Lister Building, Glasgow Royal Infirmary, Alexandra Parade, Glasgow**

## REPORTING INFORMATION

**KINDLY READ THE MAIL IN FULL SINCE IT CONTAINS IMPORTANT INFORMATION.**

Dear Candidate,

**Re: Dementia Conference – 24<sup>th</sup> November 2018**

Thank you for choosing to attend our conference. May we take this opportunity to kindly welcome you to the course.

This mail is to inform you of the directions to the venue, the programme and the format for the day.

### **I. GENERAL AND REPORTING INFORMATION**

**Date:** 24/11/18 (Saturday)

**Registration:** 0900

**Start of Conference:** 0915

**End of Course:** 1600

**Venue:**

Address: New Lister Building Level 2, Glasgow Royal Infirmary, 8-16 Alexandra Parade, Glasgow, G31 2ER

**Where to Report:**

Please report to level 2 of the New Lister Building, the registration desk will be through the first set of clear double doors as you come out of the lifts.

The New Lister Building is situated beside the Alexandra Parade main entrance to the hospital. There is parking available beside A&E for a charge, but the hospital is well served by public transport and is located near the city centre of Glasgow.

## II. PROGRAMME AND CONTENTS

The final programme will be very much in line with the one that has been placed online. This will be given to you on the day. Kindly follow this link to view the programme online:  
<https://doctorsacademy.org.uk/coursenw/UGD/>

There is always the possibility of a lecture or demonstration over-running and thus some flexibility may be necessary within the programme. However, due to the wide range of topics that will be covered during the course, we will adhere to a strict time-schedule. We will endeavour to observe the session times (i.e., morning and afternoon) and hence all breaks, and start and finish times will be followed as per the programme.

## III. DRESS CODE

The dress code for this event is professional/semi-formal. Kindly refrain from wearing shorts of any kind, hoodies and flip-flops.

## IV. BREAKS FOR REFRESHMENTS AND LUNCH

There will be a short refreshments break at 10.30 and 45 minutes lunch break at 12.00. During the refreshment breaks, you will be provided with tea, coffee and biscuits. A light lunch will also be provided.

## V. DIETARY REQUIREMENTS/ALLERGIES

Kindly inform us as soon as possible if you have any specific dietary requirements (e.g., vegetarian, vegan, kosher, halal) or allergies (e.g., nuts, gluten, dairy).

### **What you need to bring with you:**

1. A copy of the email you have received from us regarding your confirmation of place (with your name). Please note that you will not be allowed to attend the course without this information.

Please do not hesitate to contact us at [info@doctorsacademy.org.uk](mailto:info@doctorsacademy.org.uk) if you have any further queries in the interim.

We look forward to meeting you at the course.

With very best wishes,

Conference Organising Committee  
Doctors Academy