

Dear ROMANDIC winter school participant,

Below please find some organizational instructions for the ROMANDIC winter school.

Please regularly check the [winter school webpage](#) for the latest information.

TRAVEL

- By now you hopefully have the travel organized.
- If not, shuttle transportation from the airport to the venue, arranged specifically for our event, ~~can be reserved here (at 50€/person, one way).~~ **Closed! - use public transportation**
- Reaching Kranjska Gora by other means of public transportation is explained in detail [here](#).

ACCOMMODATION

- Paid registration fee includes accommodation. When you arrive, please go to your hotel reception and let them know you have a reservation under your name. Most participants are staying at hotel [KOMPAS](#), while some are at [RAMADA](#). Please check your registration confirmation to see which hotel you are registered for.
- For those arriving by car, parking at the hotel is included in the accommodation.

MEALS

- Breakfast, lunch and dinner are all included in the registration fee for the duration of the event.
- You can have breakfast at the hotel you are staying for the days you registered.
- Lunch will be at the restaurant of hotel RAMADA on Tuesday, Wednesday and Thursday at 12.15. Drinks are charged per the price list.
- **Dinner for all event attendees will be in hotel RAMADA, from Monday until Thursday, at 19h.**
- Our group will have assigned tables.
- One drink (water, soft drink, beer, wine) at dinner is included (courtesy of organizers). All additional drinks need to be paid separately.
- If you are extending your stay, dinner on other days will be in your hotel. Drinks are charged per the price list.

EVENT REGISTRATION for accepted participants

- The registration desk will be open on Monday, Feb. 9th, starting at 13h, in hotel RAMADA, 4th floor, in front of Planica Hall.
- You will receive, amongst other, name tags.
- **Please wear name tags for all official events.**

EVENT START

- The winter school starts on February 9th at 16.30h with coffee.
- The program starts on February 9th at 17h. Please check the [schedule](#) for the latest info.
- All lectures and mini projects will take place in Planica Hall, hotel RAMADA, 4th floor.

ATTENDING and PARTICIPATING

- **Please wear name tags for all official events.**
- All attendees should attend all the invited lectures in the morning.
- Please **do not be late!**
- Afternoon sessions will be for hands-on exercises, i.e. mini-projects. 6 exercises are prepared, with only 5 two-hour slots to do them. Attendees will be divided randomly into 6 groups and given a schedule of exercises, before the start of the event. Since five time-slots are scheduled, and 6 exercises organized, one is optional and scheduled for free-time on Thursday. Please check the website for updates.
- Note that the groups will be quite large, because of limited resources.
- **Some exercises will require the use of your own laptops.**
- Working on the robots will be possible in the free time between the morning- and afternoon- sessions, but with only minimal attendance of exercise tutors.

POSTERS and PITCHES

- All attendees are expected to **prepare a 3 minute pitch presentation** of their work.
- Please upload your pitch [here](#).
- Attendee pitches will be held from Tuesday to Thursday, after the morning invited presentation sessions. A schedule will be published on the webpage.
- The attendees are expected to **prepare a poster**, which will be put up on the day of their pitch, so that their work is easier to discuss throughout the day.
- The poster must be A1 portrait orientation (594 x 841 mm).
- It will not be possible to print the poster on site. Please bring your poster to the event.

SOCIAL EVENTS

- A welcome reception for all attendees is organized on Monday, Feb. 9th, at 20.30h at the hotel Ramada's Oval hall on the ground floor (next to the restaurant). Service will operate from 20.30h - 22.30h, with doors closed at 23h.
- A farewell reception for all attendees is organized on Thursday, Feb. 12th at 20.30h at the hotel Kompas' Disko Kompas (entrance from the ground floor). Service will operate from 20.30h - 23.30h, with doors closed at 24h.

FREE TIME FOR LUNCH and WINTER SPORTS

- Free time for lunch and winter sports is scheduled every day of the event between 12:15 and 16:30, with mini-projects starting at 17.00h.
- Ski slopes and cable cars operate daily (weather and snow conditions dependent) until 16:00h.
- Tickets for cable cars are NOT included and you need to buy them at the skiing cash register at the bottom of the slope, if you want to use the ski slopes.
- We have arranged for a 10% discount on all possible skiing tickets for event attendees, for the period February 8th - 14th. To use the discount, you have to tell your name when buying the tickets. We will provide a list of all attendees names to the ticket vendor.

- You can rent skiing equipment at [Intersport Bernik](#) (next to the ski slope). Reservation is recommended. They offer a 10 % discount to guests of hotels Ramada and Kompas.
- For those that want skiing courses, the same [Intersport Bernik](#) provides courses and again offers 10% discount to guests of hotels Ramada and Kompas. Reservation in advance is recommended to get available slots.

OPTIONAL HIKING TRIP

- If enough people (>15) register with commitment to attend, we will organize an afternoon hiking tour from Planica to Tamar ([info and registration here](#))
- It is a 3h trip, with a scenic hike on a road, 1h one way.
- **Strong, snow-ready footwear is highly recommended, because there might be snow on the road!**
- Attendees will be accompanied by 1 - 3 (unofficial) guides.
- Lunch packets (sandwich) will be provided for registered people.
- **Deadline for registration is Feb. 1st.**
- There is no additional fee to attend the hiking trip.

VISIT TO PLANICA ESA SPACE LAB

- On the last day of the event, February 13th, we will visit the Planica ESA Space lab, which is ~10 minutes away by bus.
- The bus will start from hotel RAMADA at 09:10h.
- If you are leaving the hotel on February 13th, you will **need to CHECK-OUT before bus departure.**
- We will be returning to hotel RAMADA around 12h.
- A lunch packet (sandwich) will be included for all visiting the Planica ESA Space Lab.
- Please consider your travel arrangements before attending the visit.

We are looking forward to hosting you at the ROMANDIC winter school!

If you have any questions please send your question to [email](#).

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