



Arts in Society Conference 2019 Delegate Packet

Dear Delegate,

Thank you for participating in the Fourteenth International Conference on the Arts in Society. We are pleased you will be joining us in Lisbon, Portugal at the Polytechnic Institute of Lisbon and hope you are looking forward to coming together with colleagues and members of the Arts in Society Research Network this June.

In preparation for the conference, we have put together some information that we hope will prove useful to you as you begin to prepare for the conference and your arrival in Lisbon. In this document, you will find a variety of information on subjects, such as transportation, hotel and travel, activities and extras, conference registration, equipment, and session types.

This packet is a starting point for your preparations, and we realize you may have some additional questions after reviewing the material here. For any questions that remain please visit the conference website at <https://artsinsociety.com/2019-conference>.

We hope your planning goes well, and we look forward to seeing you in Lisbon!

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Venue and Conference Information

Conference Venue

Education School of the Polytechnic Institute of Lisbon
IPL, Campus de Benfica do
1549-003 Lisboa, Portugal
<https://goo.gl/maps/UCCrHAUKnmdM8zSC6>

Registration Desk Hours and Location

The conference will take place 19-21 June 2019. Registration will begin at 8:00 AM on the first day and at 8:30 AM on the second and third days of the conference. The registration desk will be located on the ground floor at the main entrance and will be open throughout the hours of the conference.

Any questions that arise at the conference should be directed to the staff at the conference registration desk. This includes questions regarding presentation equipment, your particular presentation, signing up for tours, and questions about submitting your article to the journal collection.

Program

The conference schedule of sessions will be announced 2 months prior to the conference start. It will be available on the website at <https://artsinsociety.com/2019-conference/program#block-2>. In addition to this, you will receive a program booklet at the conference with the final schedule for the plenary and parallel sessions.

Presentation Information

Session Types

Plenary Sessions: Plenary speakers, chosen from among the world's leading thinkers, offer formal presentations on topics of broad interest to the community. One or more speakers are scheduled into a plenary session, most often the first session of the day. As a general rule, there are no questions or discussion during these sessions. Instead, plenary speakers answer questions and participate in informal, extended discussions during their Garden Conversation.

Garden Conversation: Garden Conversations are informal, unstructured sessions that allow delegates a chance to meet plenary speakers and talk with them at length about the issues arising from their presentation. When the venue and weather allow, we try to arrange for a circle of chairs to be placed outdoors.

Talking Circles: Held on the first day of the conference, Talking Circles offer an early opportunity to meet other delegates with similar interests and concerns. Delegates self-select into groups based on broad thematic areas and then engage in extended discussion about the issues and concerns they feel are of utmost importance to that segment of the community. Questions like "Who are we?", "What is our common ground?", "What are the current challenges facing society in this area?", "What challenges do we face in constructing knowledge and effecting meaningful change in this area?" may guide the conversation. When possible, a second Talking Circle is held on the final day of the conference, for the original group to reconvene and discuss changes in their perspectives and understandings as a result of the conference experience.

Themed Paper Presentation: Paper presentations are grouped by general themes or topics into sessions comprised of three or four presentations followed by group discussion. Each presenter in the session makes a formal twenty-minute presentation of their work; Q&A and group discussion follow after all have presented. Session Chairs introduce the speakers, keep time on the presentations, and facilitate the discussion. Each presenter's formal, written paper will be available to participants if accepted to the journal.

Colloquium: Colloquium sessions are organized by a group of colleagues who wish to present various dimensions of a project or perspectives on an issue. Four or five short formal presentations are followed by commentary and/or group discussion. A single article or multiple articles may be submitted to the journal based on the content of a colloquium session.

Focused Discussion: For work that is best discussed or debated, rather than reported on through a formal presentation, these sessions provide a forum for an extended "roundtable" conversation between an author and a small group of interested colleagues. Several such discussions occur simultaneously in a specified area, with each author's table designated by a number corresponding to the title and topic listed in the program schedule. Summaries of the author's key ideas, or points of discussion, are used to stimulate and guide the discourse. A single article, based on the scholarly work and informed by the focused discussion as appropriate, may be submitted to the journal.

Workshop/Interactive Session: Workshop sessions involve extensive interaction between presenters and participants around an idea or hands-on experience of a practice. These sessions may also take the form of a crafted panel, staged conversation, dialogue or debate - all involving substantial interaction with the audience. A single article (jointly authored, if appropriate) may be submitted to the journal based on a workshop session.

Poster Sessions: Poster sessions present preliminary results of works in progress or projects that lend themselves to visual displays and representations. These sessions allow for engagement in informal discussions about the work with interested delegates throughout.

Creative Practice Showcase: Researchers and innovators present projects or art programs and initiatives. All presentations should be grounded in presenters' research experience. Promotional conversations are permissible, however, products or services may not be sold at the conference venue.

Virtual Lightning Talk: Lightning talks are 5-minute "flash" video presentations. Authors present summaries or overviews of their work, describing the essential features (related to purpose, procedures, outcomes, or product). Like Paper Presentations, Lightning Talks are grouped according to topic or perspective into themed sessions. Authors are welcome to submit traditional "lecture style" videos or videos that use visual supports like PowerPoint. Final videos must be submitted at least one month prior to the conference start date. After the conference, videos are then presented on the community YouTube channel. Full papers can based in the virtual poster can also be submitted for consideration in the journal.

Virtual Poster: This format is ideal for presenting preliminary results of work in progress or for projects that lend themselves to visual displays and representations. Each poster should include a brief abstract of the purpose and procedures of the work. After acceptance, presenters are provided with a template, and Virtual Posters are submitted as a PDF or in PowerPoint. Final posters must be submitted at least one month prior to the conference start date. Full papers can based in the virtual poster can also be submitted for consideration in the journal.

Presentation Equipment

All session rooms at the Polytechnic Institute of Lisbon will be equipped with screens, data projectors, and computers.

Delegates are asked to bring a USB memory stick with their pre-loaded presentation. As a backup, we also suggest you email yourself a copy of the final presentation. Please also note that presenters must furnish all other equipment or materials needed for individual presentations, including audio speakers and handouts. Focused Discussion and Poster Session rooms will not have screens, data projectors, or computers available for presenters.

A complete list of presentation guidelines, suggestions for presentation, and equipment information can be found here:
<http://cgnetworks.org/support/conference-presentation-guidelines>

Internet Access

WiFi will be provided onsite to all conference delegates. Please see the registration desk for login information.

Electricity and Power Sockets

For our international delegates, power sockets used in Portugal are Type C and F. Portugal operates on a 230V supply voltage and a frequency of 50 Hz. An adapter and/or converter may be necessary.



Activities and Extras

Pre-Conference Tour: Lisbon Street Art Tour

Date: Tuesday, 18 June

Time: 15:30 (3:30 PM)

Duration: 2.5-3 hours

Meeting Location: Praça Luís de Camões city square

Cost: US\$25

Join other conference delegates the day before the conference for a walking tour of Lisbon's street art scene.



During this walking tour, participants will learn about the different styles and techniques used by street artists as well as the (inter)national artists whose work can be found throughout a patchwork of streets, alleys, and squares in Lisbon. The tour will highlight the political, economic, and social issues that give rise to Lisbon's street art and graffiti scene. In addition to learning about the art, participants will also learn about the history of Lisbon and its neighborhoods. The tour includes a street art walk, a ginjinha (a typical shot of cherry liquor), and an interactive workshop.

<https://artsinsociety.com/2019-conference/special-events#block-1>

Conference Welcome Reception

Date: Wednesday, 19 June

Time: Directly following the last session of the day

Location: Polytechnic Institute of Lisbon

Cost: Complimentary to all conference delegates

There is no need to pre-register for this event.

Common Ground Research Networks and the International Conference on the Arts in Society will be hosting a closing reception at Polytechnic Institute of Lisbon. The reception will be held directly following the last parallel session of the first day, 19 June. Join other conference delegates and plenary speakers for drinks, light hors d'oeuvres, and a chance to converse.



<https://artsinsociety.com/2019-conference/special-events#block-2>

Conference Dinner: Casa do Alentejo

Date: Thursday, 20 June

Time: 19:30 (7:30 PM)

Location: Casa do Alentejo, Agostinho Fortes Room, R. das Portas de Santo Antão 58, 1150-062 Lisboa

Regular Dinner Cost: US\$60

Vegetarian Dinner Cost: US\$50



Built in the late seventeenth century, the palace that is today Casa do Alentejo Restaurant has undergone profound changes throughout its lifetime. The building originally belonged to an aristocratic family, the Paes Amaral (Viscounts of Alverca), and was named "Paes do Amaral Palace" or "Palace Alverca." In the early twentieth century (1917-1919), the palace building was leased to a company that transformed a section of the old palace into the first casino in Lisbon, Magestic Club. In 1928, the Magestic Club closed and in 1932, the building was leased to the Alentejo Guild, later named Casa do Alentejo, and became the headquarters of the Regionalist Alentejo Association. In 1981, the building was acquired from the descendants of the Paes de Amaral family and became an icon of heritage for all of Alentejo.

Casa do Alentejo is dedicated to boosting, promoting, and preserving the culture of the Alentejo. It is a multi-cultural space used for book presentations, poetry sessions, temporary exhibitions, conferences, gastronomic competitions, art workshops, literature and photography events, handicraft showcases, cultural evenings, and social dances. Casa do Alentejo has an active role in discussions on current issues and assumes social responsibility in the challenges facing the region.

Upon arrival, guests will be welcomed with a glass of wine and an assortment of hors d'oeuvres served on the patio. Dinner will include an appetizer, a first course of fish, a second course of meat, and dessert. Drinks are included. Vegetarian options will be available—please select upon booking.

<https://artsinsociety.com/2019-conference/special-events#block-3>

Conference Closing Session and Award Ceremony

Date: Friday, 21 June

Time: Directly following the last session of the day

Location: Polytechnic Institute of Lisbon

There is no need to pre-register for this event.

Come join the plenary speakers and your fellow delegates for the International Conference on the Arts in Society Closing Session and Award Ceremony, where there will be special recognition given to those who have helped at the conference as well as announcements for next year's conference. The ceremony will be held in the plenary room at the Polytechnic Institute of Lisbon directly following the last session of the day.



<https://artsinsociety.com/2019-conference/special-events/#block-4>

Accommodation Information

Conference Hotel Option 1: Exe Liberdade Hotel

From the hotel: "The Exe Liberdade has been inspired by the essence of modern Lisbon. This eclectic, colorful, and original hotel presents an impressive facade that combines classical elements with avant-garde architecture. In addition, the privileged location of the Exe Liberdade puts the culture and leisure of a fascinating area at your fingertips. Considered the centre of contemporary Lisbon, the neighbourhood has a good number of restaurants, boutiques, and concert halls. The hotel is just a few minutes away from the Marqués de Pombal Square, the Eduardo VII Park, and the Avenida da Liberdade, a long and bustling avenue that invites you to stroll down enjoying the lively atmosphere."

Address:

Avenida Duque de Loulé 124
Lisboa 1050 -093 Portugal

Tel: +34 932 087 108

Conference Hotel Option 2: Evolution Lisboa Hotel

From the hotel: "At Evolution you are in total control of your stay, your meals, your free time, your work. You experience your stay the same way you live your life: the way you want to. We offer a home away from home experience. The difference? DJ's, urban art displays, very cool and functional rooms with multimedia solutions, as well as 24/7 ready-to-eat meals. All of this right in the heart of Lisbon."

The conference venue, University of Patras, is located about 4.5 miles from this hotel (7.2 km) and can be reached in 15-minutes by car or taxi.

Address:

Praça do Duque de Saldanha, 4
1050-094 Lisbon, Portugal

Tel: +351 211 590 200



Directions and Transportation

Arrival in Lisbon

Directions to the City Center from Lisbon Airport (LIS): Humberto Delgado Airport

Lisbon Airport is located very close to the city center and is where most international delegates will arrive. For information on flights and airport facilities, please visit the airport website: <http://www.lisbon-airport.com/>

By Metro

Metro is the cheapest way to get to downtown Lisbon. The metro station "Aeroporto" is conveniently located in the arrivals hall. It is part of the red line and has several connections with the other lines. The journey from the airport to the city center is about 20 minutes.

By Uber

There is a designated Uber pick-up point in the departures terminal. Instead of exiting the building from arrivals, take the escalators to the upper level. The designated area is located in the parking lot just outside the doors. Fares depend on the destination but are typically about €7-10.

By Aerobus

Aerobus is a bus service offering two lines to Lisbon center from the airport with multiple stops along the way: Line 1, which goes to "City Center" and runs every 20 minutes, and Line 2, which goes to the "Financial Center" and runs every 40 minutes. These buses depart from outside the arrivals hall. Tickets can be purchased in advance. For more information, advance ticket purchasing, and route details, please visit the Aerobus website:

<https://www.aerobus.pt/en-GB/Home-2.aspx>

By Car

Car rental companies have desks in the arrivals terminal. Renting a car can be worthwhile especially for those planning to go to other places in Portugal.

By Taxi

Taxis are available outside the arrivals terminal but are not recommended. It is a good idea to write-down the destination name to avoid miscommunication, as many drivers do not speak English, and to ask for the price beforehand.

Transportation in Lisbon

Lisbon Metro is inexpensive, safe, and oftentimes the fastest way to travel around Lisbon. The first service starts at 6:30 am and runs until 1:00 am. There are four metro lines and typical departure frequency is every 6-12 minutes. There are two fare zones, but all of the main tourist areas and the airport are within zone 1. A single fare costs about €1.45 and a 24-hour unlimited travel fare (which includes all buses and trams) costs about €6.15. The fare is charged to a reusable "Viva Viagem" card, which costs an initial €0.50. The card is used by all of Lisbon's public transit but is only able to store one type of fare (e.g. a metro fare, a train fare, or a 24-hour pass). Alternatively, money can be added directly in specific increments (the Zapping option) and used as fare on all transit options. More information and a route-planning tool is available here:

<https://www.metrolisboa.pt/en/>

Lisbon Tram

The trams in Lisbon are both convenient and iconic. There are five tram routes and two types of trams: the historic "Remodelado" trams and the modern Siemens "Articulado" trams. Tickets can be purchased on board for about €2.90 from the on-board ticket machine (Articulado, exact change only) or from the driver (Remodelado). The ticket price is per ride, so it does not matter how many stops you are traveling. A more convenient option is to buy the 24-hour public transport ticket for €6.30, but this is only available for purchase at a metro station. If using this option, remember to validate the ticket upon boarding the tram. The wooden tram #28 is a recommended sightseeing route through central Lisbon.

Lisbon Buses

The buses in Lisbon are bright yellow and are inexpensive, quick, and efficient. Bus lines can be viewed here:

<http://www.carris.pt/en/buslines/>

Uber is available in Lisbon and is very reliable. To use Uber, download their app and follow the instructions to set-up an account.

Taxis in Lisbon are available throughout the city, though taxis are not a recommended mode of transit due to the risk of being taken advantage of as a tourist. Many drivers do not speak English, so it is a good idea to write down the destination address to avoid miscommunication. It is also good to ask for the price before the journey begins to avoid getting ripped-off. A few taxi companies and their phone numbers are listed below:

Táxi Lisboa +351 21 936 2113

Retális - Radio Taxis Lisbon +351 21 811 9000

General Travel Tips & Information

Get to know the city you are going to visit before you leave home.

Many resources are available to help navigate the different sights and cultures abroad, and help you to more easily find your way around. Remember, the conference organizers are visitors to this beautiful city, too, and although we do our best to assist our conference delegates, we may not be best qualified to offer directional or tourism information. For this, we encourage delegates to engage the many helpful resources of a hotel's concierge desk or reference trusted travel sites and guidebooks, such as www.Frommers.com, www.Fodors.com, or www.TripAdvisor.com.

Know where you're going and how to get there.

Differences in languages can sometimes make getting around a foreign city challenging, even for the savvy traveler. It's helpful to have the addresses for both your hotel and the conference venue handy. Showing a taxi driver or ticket operator a written address is a helpful way to get you to your destination within the city when you arrive. If during your trip you will be on a schedule and need to get to places by a certain time (ie. conference check-in, presentation times, tours, dinner reservations, etc.), it's recommended that you explore and "test drive" the route you'll be taking ahead of time so that you're aware of the time it will take to get there. Taking this step also helps you know exactly where you'll be heading without the worry of getting lost. Maps, along with utilization of your hotel's concierge desk, and a little research of the local transportation systems ahead of time will also make your trip more enjoyable and run more smoothly.

Familiarize yourself with the transportation options available in your destination city.

Knowing the best way to get around any city is key. For instance, in many larger cities, public transportation is the preferred and often times the most economical and quickest means of transportation. These robust public transportation systems means there are often metros, subways, busses, trollies, and trains available to get you from one point to another seamlessly throughout a city, many times more economically and quicker than taxi or car hires.

Use only certified and registered public transportation when abroad.

If using taxis, avoid using taxis that are unmarked and have no identifying company emblems. It's always a good idea to call and order a taxi from a central dispatch office to ensure safe, professional service and pricing. If you need to hail a taxi on the street, be sure to look for a familiar taxi emblem from one of the major taxi companies in town and negotiate the fare before getting into the taxi to ensure a fair and agreed upon price.

Make hotel reservations before you arrive at your destination.

To ensure the availability of accommodations, make sure to confirm a reservation at the conference hotel or hotel of your choosing before leaving home. Often times, and also depending on the time of year and what events are going on in your destination city, hotels fill up well ahead of the conference date, and accommodations can be very difficult to secure upon arrival. Reserving accommodations well ahead of your arrival (2-4 months prior to trip is recommended) can avoid much stress and often times can result in more economical rates versus last-minute accommodations.

Exchange money before you leave home.

Whether you plan on exchanging the majority of your currency when you arrive at your destination or anticipate paying mostly with credit cards, it's always a good idea to exchange a small amount of money before you leave home to have

on-hand in case you can't find an exchange desk/shop right away upon arrival. Be sure to carry at least enough for transportation to your hotel and a meal or two. When exchanging money abroad, be aware of service charges noted in small print and shop around for the best exchange rates.

Be aware of the currency differences and familiarize yourself with the local currency.

Having a working knowledge of the various denominations ahead of time will help you avoid common tourist pitfalls such as short-changing and over-charging.

Bring country/region appropriate power adapters and voltage converters.

Standard electrical outlets and voltage amounts vary from country to country. Prior to leaving home, confirm the correct adapter type and voltage for the region and country you'll be visiting so that you'll be able to easily connect and use laptops, e-readers, cell phone chargers, electric shavers and hair dryers during your trip. Foreign adapters and converters can be purchased at most electronic stores and airport newsstands. Note that more powerful appliances, such as hair dryers, also require voltage converters to function properly overseas. Be sure to research and confirm what each of your devices will need in order to function safely and properly.

Consider purchasing travel insurance.

The savvy traveler is always prepared for the unforeseen and occasional emergency situation. Travel insurance is a smart way to make sure you're covered in case a medical emergency arises. Contact your insurance provider to see if they have travel policies that cover you overseas. Some credit card companies also offer travel insurance that cover travelers in case they experience medical or dental emergencies while abroad.

Bring any personal items and medications you will need during your time abroad.

Although pharmacies and grocery stores are easily found in many major cities, be sure to bring personal items and necessary medications with you, especially if you require a specific brand or prescription that can't easily be found or filled abroad. It is also recommended to have these items in your carry-on luggage rather than your checked-luggage.

Familiarize yourself with your cell phone carrier's roaming and international rates/charges prior to leaving home.

Often times, using personal cell phones abroad can be very costly depending on your carrier's roaming and international rates. Some companies have temporary international plans that can be purchased during your time abroad. Contact your cell phone carrier prior to your trip to inquire about the options available to you.