Agenda and Venue Information

Event Date
22 April 2016

Venue:
**University of London
Senate House
Malet Street
London
WC1E 7HU**

020 7862 8000

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Welcome to the **SITS Trainers Network** Spring 2016 Event/Conference.

The SITS Trainers Network was founded on 29/02/2012 as a forum for anyone involved in training-related activities with regards to the SITS:Vision system (provided by Tribal Group plc).

Members of the SITS Trainers Network meet at events hosted by member institutions and at the SITS User Conference. These events provide an opportunity to meet other like-minded users of the SITS:Vision system to discuss a variety of commonly shared training initiatives and issues.

The SITS Trainers Network has always favoured a collaborate approach to the work of the training community so that members can work together and offer guidance, pass on lessons learned, highlight methods of good practise and offer assistance across all member institutions.

The network continues to collaboratively work on new initiatives facilitated by the training community, for the training community.

I would like to take this opportunity to thank all members for their continued interest in the SITS Trainers Network and I hope that you enjoy the April 2016 event at the University of London.

With very best regards,

Richard Clark (richard.clark@london.ac.uk)
Chair: SITS Trainers Network

SITS Trainers Network website: https://sitstrainersnetwork.wordpress.com

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Agenda

22 April 2016 – University of London

10:00 – 10:30   **Arrival & Networking**
Montague Room (Room 26, Ground Floor, Senate House)

10:30 – 11:00   **Welcome to the University of London**
Chair: **Craig O'Callaghan**
(Director of Operations and Deputy Chief Executive,
University of London International Programmes)

11:00 – 11:30   **SITS Trainers Network Activities and Updates**
- Minutes and summary of actions from 2015 event.

Chair: **Richard Clark**

11:30 – 11:45   **Coffee/Tea & Comfort Break**

11:45 – 12:30   **Presentation: "SITS Experts" by Richard Block (Aston University)**
Chair: **Richard Clark**

12:30 – 14:00   **Lunch & Tour of Senate House**

Tour of Senate House **12:30 – 13:30** by John Stone
(*Technical Officer, Property and Facilities Management*):
- Jessel Room, Court Room, Crush Hall, Chancellors Hall.
- Group trip to the top of Senate House.

Lunch & networking continues in Montague Room (Room 26) 13:30 – 14:00.

14:00 – 15:15   **Breakout Sessions**

(Breakout 1) "Testing and Training"
- Testing approaches and automation

Bloomsbury Room (Room 35, Ground Floor, Senate House)
Chair: Tim Hall (University of London)

(Breakout 2) "STN Collaborative Manuals: The Next Volume"
- Completing Vol 1 of '*Intro to SITS:Vision Client Server*' and commencing Vol 2

Montague Room (Room 26, Ground Floor, Senate House)
Chair: **Richard Clark (University of London)**

15:15 – 15:30   **Coffee/Tea & Comfort Break**

15:30 – 15:50   **Future Objectives of the SITS Trainers Network**
Chair: **Richard Clark**

15:50 – 16:00   **AOB & Close**

Venue

University of London
Senate House
Malet Street
London
WC1E 7HU

The University of London is conveniently located in the heart of Bloomsbury, next to the British Museum and Russell Square.

By Tube
Nearest underground stations: Russell Square (Piccadilly Line)
Goodge Street (Northern Line)
Tottenham Court Road (Central Line and Northern Line)
Euston Square (Circle Line, Metropolitan Line and Hammersmith and City Line)
Euston Station (Victoria Line & Northern Line)

By Air
From Heathrow, the Piccadilly tube line provides a service (approx. 45 minutes) to Russell Square.

From Gatwick, both Network Rail and Gatwick Express run trains to Victoria station (30 minutes) where tube trains and taxis are available.

By Rail
Euston, King's Cross and St. Pancras mainline stations are within walking distance. The other London mainline stations are a short tube or taxi journey away.

Further information available via http://www.london.ac.uk/map.html

Accommodation

Provided via the link below are a number of hotels around the location of the University of London (ordered by price and distance).

http://www.londontown.com/hotels/results/your_hotels?order=DPL&PageTarget=1&pid=c70c39ce2db3451be66028d90e2c62ad

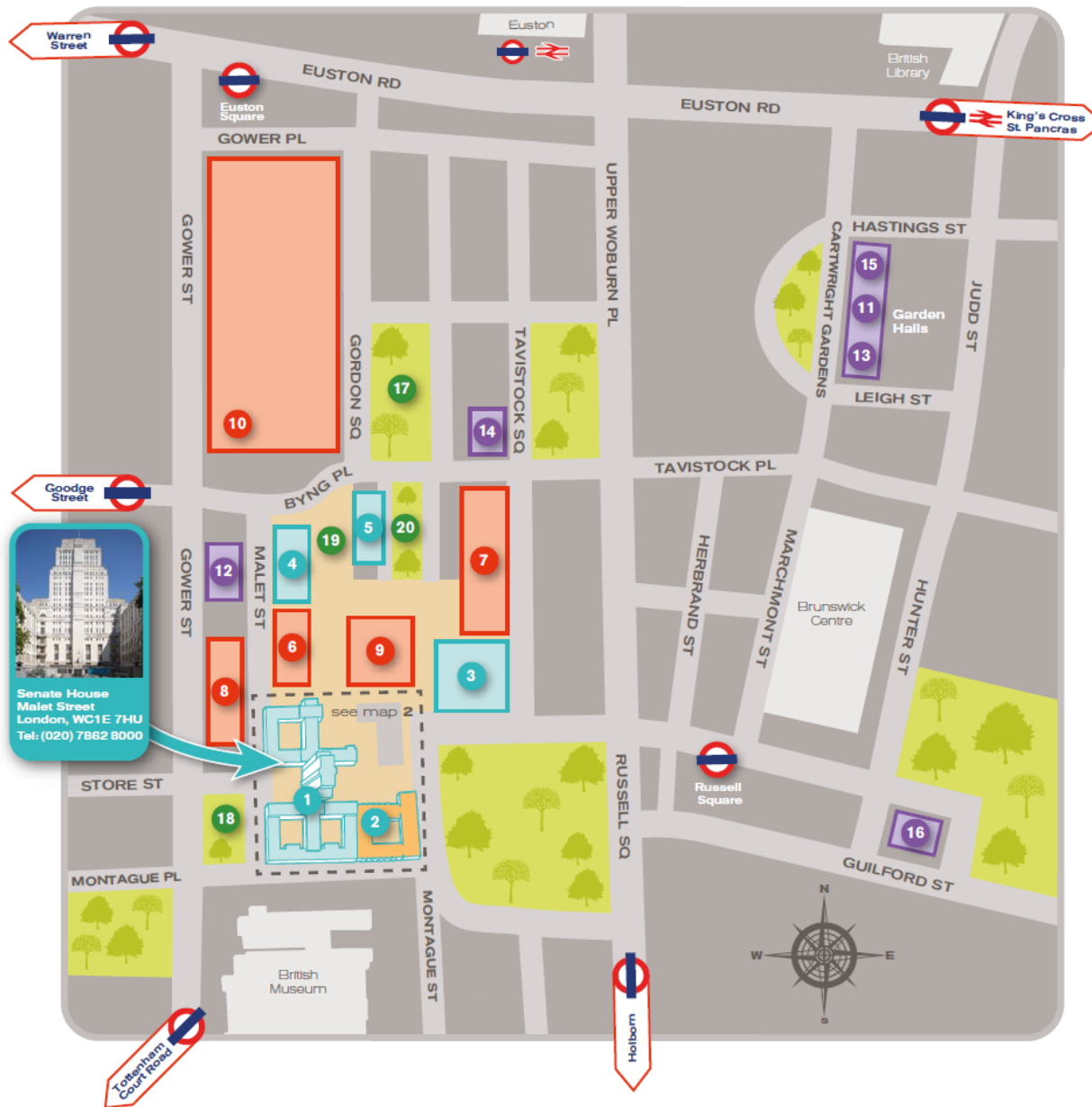For those who like hotels such as Premier Inn, see link below:

http://www.hotels.uk.com/details/AAB228975/Premier%20Inn%20London%20Euston.htm

Further contact information

Richard Clark (Chair)

020 7664 5555 (*work*)
07974 094953 (*mobile*)

University of London buildings

1 Senate House
2 Stewart House
3 Institute of Advanced Legal Studies (& Library)
4 University of London Union (ULU)
5 The Warburg Institute (& Library)

University of London Colleges

6 Birkbeck University of London
7 Institute of Education University of London
8 The London School of Hygiene and Tropical Medicine
9 The School of Oriental and African Studies
10 UCL

Colleges below not shown
- The Central School of Speech and Drama (NW3 3HY)
- Courtauld Institute of Art (WC2R 0RN)
- Goldsmiths University of London (SE14 6NW)
- Heythrop College (W8 5HN)
- The Institute of Cancer Research (SW7 3RP)
- King's College London (WC2R 2LS)
- London Business School (NW1 4SA)
- The London School of Economics & Political Science (WC2A 2AE)
- Queen Mary University of London (E1 4NS)
- Royal Academy of Music (NW1 5HT)
- Royal Holloway University of London (TW20 0EX)
- The Royal Veterinary College (NW1 0UT)
- St George's University of London (SW17 0RE)

University student halls

11 Canterbury Hall
12 College Hall
13 Commonwealth Hall
14 Connaught Hall
15 Hughes Parry Hall
16 International Hall

Halls below not shown
- Lillian Penson Hall (W2 1TT)
- Nutford House (W1H 5UL)

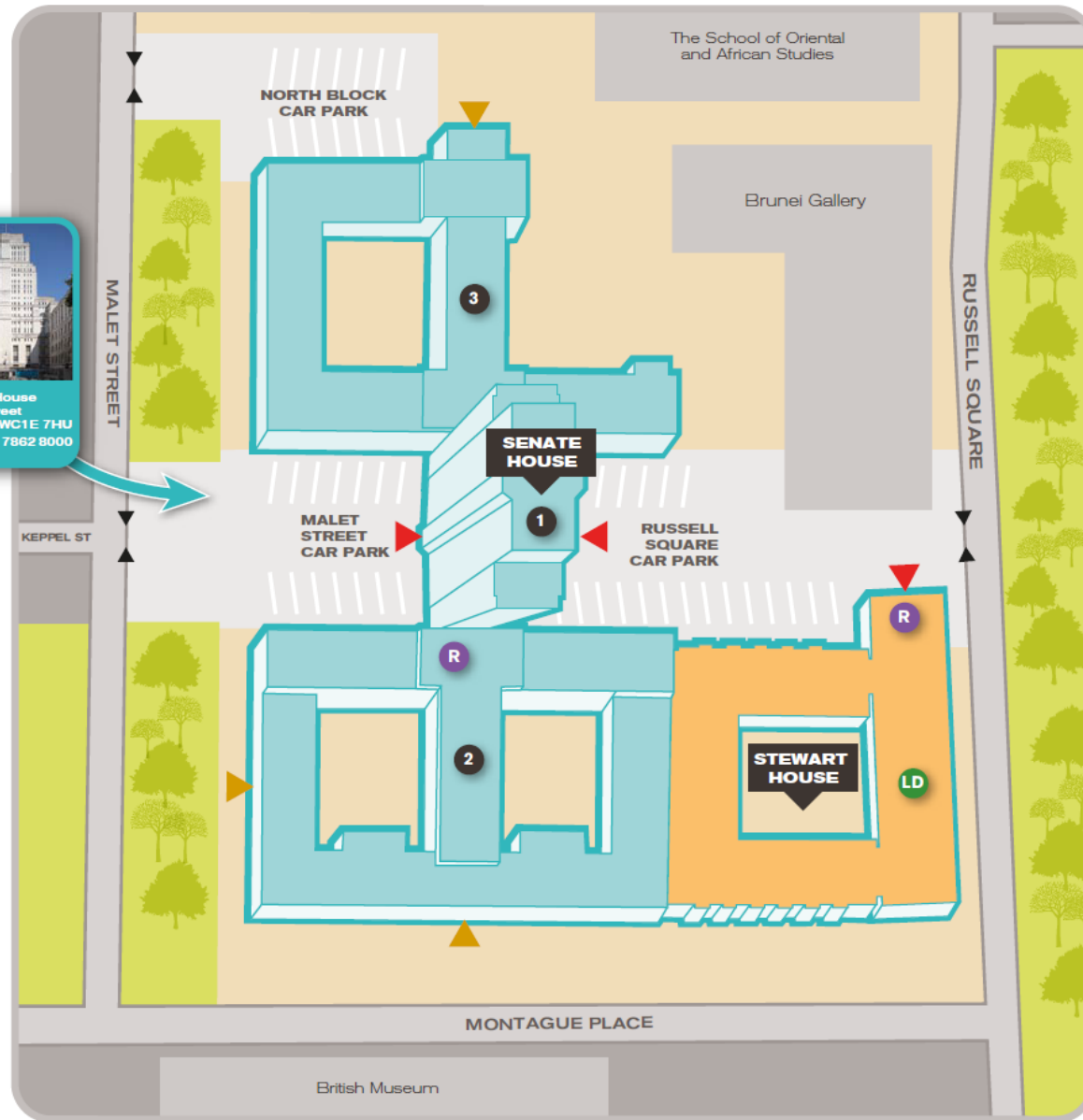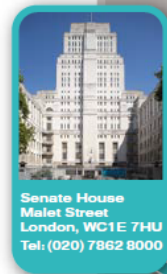## University garden squares

17 Gordon Square
18 Malet Street Gardens
19 Torrington Square
20 Woburn Square

Map 1 – How to find us

UNIVERSITY OF LONDON

Senate House, Malet Street, London, WC1E 7HU. Tel: (020) 7862 8000

NORTH BLOCK CAR PARK

The School of Oriental and African Studies

Brunei Gallery

MALET STREET

RUSSELL SQUARE

KEPPEL ST

SENATE HOUSE

MALET STREET CAR PARK

RUSSELL SQUARE CAR PARK

STEWART HOUSE

MONTAGUE PLACE

British Museum

Senate House (opened in 1936 as the first permanent home of the University of London) and **Stewart House** (opened in 1982 on the adjoining site originally intended for the University's unrealised Great Hall) house many of the University of London's central academic bodies and activities including:

• **School of Advanced Study**
   - Institute of Advanced Legal Studies (see map 1)
   - Institute of Classical Studies
   - Institute of Commonwealth Studies
   - Institute of English Studies
   - Institute of Germanic & Romance Studies
   - Institute of Historical Research
   - Institute of Musical Research
   - Institute of Philosophy
   - Institute for the Study of the Americas
   - The Warburg Institute (see map 1)

• **Senate House Libraries**
   - Institute for the Study of the Americas Library
   - Institute of Classical Studies Library
   - Institute of Commonwealth Studies Library
   - Institute of Germanic & Romance Studies Library
   - Institute of Historical Research Library
   - Senate House Library

• **The Careers Group, University of London**
• **University of London Computer Centre**
• **University of London International Academy**

1 Tower & main entrance
2 South Block
3 North Block (closed for redevelopment)
R Reception desks
LD London Deanery
▶ Entrance
▶ Entrance: restricted access
▼ Main gates

Map **2** – Senate House & Stewart House

UNIVERSITY OF LONDON