

UX Scotland is back in person **next week** and we're looking forward to seeing you there! The following information is provided to answer any questions you may have and to help you prepare for the event.

First, we would like to take this opportunity to say thank you to [our UX Scotland sponsors](#):

Border Crossing UX, Service Design Academy, & Tesco Bank, who help make the conference possible. Be sure to speak to them during the event.

Contents

Event Information	1
Registration	1
Ticket changes	2
Cloakroom	2
Accessibility	2
Dietary Requirements	2
Programme	2
Sessions	3
Refreshments	3
Social evenings	3
Lightning Talks - Thursday 30 May	3
Code of Conduct	3
Speaker Q&A	3
Photography/Video	3
COVID-19 Safety at UX Scotland	3
Contact Info	4

Event Information

- **Dates:** [Wednesday 29 - Friday 31 May 2024](#)
- **Venue:** Dynamic Earth, Holyrood Road, Edinburgh, EH8 8AS
- **Directions:** You can also find directions to the venue [here](#).
- **Parking:** Car parking is available onsite, however, this is chargeable- prices can be viewed [here](#). Participants and speakers will receive a 20% discount on prices, please ensure you validate your ticket at the event cloakroom.
- **Wifi:** There will be wifi available throughout the venue, login details will be provided on the day.
- **Cloakroom:** There will be a cloakroom at the event - items are left at the owner's risk.
- **Social Media:** LinkedIn - [UX Scotland](#) X - [@uxscotland](#) [#uxscot](#)

Registration

- Upon arrival, tea/coffee, pastries and smoothies will be available – Wednesday, Thursday & Friday from 8:30am.
- When you arrive, you will be given a lanyard and programme booklet.
- We will have a station set up for you to **'Bling Your Badge'**. We'll have pens and stickers to help you personalise your badge, add your pronouns and let everyone know how to say hello. Show off your creative side!
- For security please wear your lanyard at all times - if you are not wearing your badge you may be asked to put it back on.

Ticket changes

- If you are taking the place of someone else, you are required to **inform us before** the event.
- Splitting of tickets is **not** allowed (either in full or part days).
- If you need to amend a 2 or 3 day ticket, contact us before the event.
- For safety & security reasons we need to know who is attending each day.
- We know that sometimes the unavoidable happens and you find you cannot join us last minute. Please **do not** give your ticket to someone else without first contacting and confirming this with us.

Cloakroom

- A cloakroom is available for coats and bags – items are left at owner's risk.
- You cannot leave items overnight.

Accessibility

- Please contact us to discuss any accessibility needs you may have.

Dietary Requirements

- If you have told us about specific dietary requirements, these have been catered for – if you are unsure on anything, please speak to us and/or the venue hospitality team.

Allergens - The venue advises -

Our catering team makes every effort to identify allergens used as deliberate ingredients and to prevent contact contamination throughout food production and preparation. However due to the possible risk of contact contamination in our kitchen and public areas, we cannot guarantee that our dishes do not contain traces of allergens other than those intended.

- We will endeavour to meet our clients and participants dietary requirements.
- Our buffets are labelled to show which dishes are suitable for vegetarian and vegan dietary requirements. Signage is also present stating "If you have a food allergy or a special dietary requirement please inform a member of staff for advice. Thank you". This message is also detailed the menu card for a set menu meal.
- Our service staff are fully briefed on all dietary and allergens contained within the event menu and requirements supplied by the event organiser.
- Participants should be aware that Dynamic Earth is a multi-use venue welcoming hundreds or thousands of visitors to the centre per day. We welcome many different groups of guests on any given day, which will include: School Groups; Family Groups; Events (wide variety of activities & attendees); UK based Tourists/Groups; Overseas Tourists/Groups. Participants with severe allergies should be made aware of the nature of the Dynamic Earth building and customer groups and the risk of cross-contamination, including airborne, that this brings (particularly via shared facilities such as door handles, handrails, toilet facilities and various fixtures and fitting throughout the building).

Programme

- A printed booklet containing the programme will be provided when you arrive.
- The printed programme contains room names for each session.
- We recommend you use the [programme](#) published on our website for planning sessions to attend, as this is kept up to date with any last-minute changes and has more detailed session information.

Sessions

- Places at sessions are allocated on a first-come, first-served basis.
- Once the room and/or workshop capacity is reached, you will be asked to choose a different session.
- We do not take any pre-bookings for sessions.

Refreshments

- Will be provided during arrival, morning & afternoon breaks, lunch & the social evenings.

Social evenings

- **Wednesday:** Join our UX Scotland Quiz Night! at Dynamic Earth - We will be hosting a quiz and will be offering some light nibbles and a drink at the end of day 1.
- **Thursday:** We will be hosting lightning talks and have an opportunity for you to chat and connect with people you have met at UX Scotland. We will be offering some light snacks and a drink at the end of the day.
- The social evenings are for participants of the conference only, please ensure you wear your lanyard.

Lightning Talks - Thursday 30 May

Do you have an interesting experience in UX, new techniques or a case study to share? On Thursday from 16.45-17.30, we are running Lightning talks.

The lightning talks allow you to share your passion and inspire fellow participants. Between 5 and 10 minutes long, they're a great way to learn quickly, and an even better way to test the water for a full talk or topic you're thinking of speaking about. You don't have to use slides.

If you are interested, please email Louise - louise@software-acumen.com or sign up at the registration desk during the event.

Code of Conduct

On registering for your ticket, you agreed to abide by the Code of Conduct. At its essence is behaving in an appropriate manner at a professional event, which we have found most participants manage without undue stress or struggle. You can view the full Code of Conduct [here](#).

Speaker Q&A

- **Questions must be concise, relevant and a question**
- We ask speakers to let participants know at the start of their session how they prefer to take questions
- We ask you to understand that, as a speaker, they're putting themselves in a vulnerable position
- We want them to feel safe and able to put their energy into their delivery without unwarranted distraction

Photography/Video

We may be taking photographs and videos of some sessions, speakers and participants during the event, which may be used for future marketing purposes and on social media. If you don't want to be in videos and/or photographs, please let us know at registration and/or the photographer & videographers.

COVID-19 Safety at UX Scotland

On registering for your ticket, you agreed to abide by COVID-19 Safety guidelines. We have now updated these ahead of the event and can be viewed [here](#).

Contact Info

Lastly, if you have any other queries don't hesitate to contact us:

Louise - louise@software-acumen.com

Ellie - ellie@software-acumen.com

Allison - allison@software-acumen.com

Lorna - lorna@software-acumen.com

We look forward to seeing you soon and safe travels.