Dear SPCL delegates,

The conference is only 2 weeks away and in this last circular we would like to give you some useful tips concerning this year’s summer conference.

**General information**
Registration is now closed. The conference guest house Institute of African Studies Chalets is fully booked and the majority of conference delegates will be staying in the same place. A preliminary conference schedule is now available on our website at www.uni-giessen.de/cms/spcl-accra > “Programme and participants”. We have tried to accommodate all requests concerning time slots.

**Travel**
General travel information as well as links to health tips and a selection of travel guides can be found on the conference website at www.uni-giessen.de/cms/spcl-accra > “Travel, health and guides”.
Don’t forget to bring a travel adapter. Voltage in Ghana is 230 V. For the types of sockets/plugs in Ghana see: http://en.wikipedia.org/wiki/Mains_electricity_by_country

**Arrival in Accra**
You can indicate the following addresses on your immigration card:
1. Mavis Engmann
   Institute of African Studies Chalets
   University of Ghana
   P.O. Box LG 73
   Legon, Accra
   Ghana
   Tel. +233 (0)302513387/6

2. Prof. Kofi Agyekum
   Head of Department of Linguistics
   P.O. Box 61
   University of Ghana
   Legon, Accra
   Ghana
   Tel. +233 (0)289527702

**Arrival at Kotoka International Airport**
There is a bureau de change at the airport as well as an ATM machine in the luggage claim area, which accepts major credit cards. Change only a small amount at the airport (maybe 50€ or 100$) – there are ATM machines on campus, which also accept major credit cards as well as debit cards if they are tied to Visa (not Mastercard). The current exchange rates are 1 GBP = 2.4 GHS, 1 EUR = 2.1 GHS, 1 USD = 1.5 GHS.

We are offering an airport pick-up/drop-off service. If you did not indicate your arrival/departure details in your online registration and if you would like to be picked up/dropped off at the airport, please mail your details (day, carrier, flight number, time) to spcl-accra@uni-giessen.de by **Sunday 24 July**.
You will be met at the entrance to the arrivals building. Look out for our helpers with yellow SPCL T-Shirts and/or signs with SPCL or your name on it.
You can also take a taxi from the airport to the University of Ghana campus in Legon. The price should not be more than max. 25 Ghana Cedis (= 12 EUR, 17 USD). There are no meters, so you have to haggle about the fare before boarding the taxi.

**Accommodation**
Most delegates are staying in the Institute of African Studies Chalets on the Legon campus. The rooms in this guest house will be available from 1 August; if you arrive earlier, you will be put up in the University of Ghana Guest Centre (Tel. 00233-(0)243-231755) and move to the Chalets on 1 August. Both guest houses are indicated on the map at the end of this circular. The new university swimming pool is near African Studies Chalets. Please note that bathing caps are obligatory for hygienic reasons.

**Registration and welcome reception**
We are planning to set up a registration desk in the new part of African Studies Chalets (Yiri) in the morning of 2 August and again during the welcome reception. Registration will continue in the conference centre on 3 August from 8:30am. We would like to invite you to our welcome reception in the old part of African Studies Chalets on Tuesday 2 August, starting 6pm.

**Payment**
If you have not paid the registration fee, your accommodation and the post-conference excursion, we would like to ask you to do so when registering on site. Please note that we only accept cash (Ghana Cedis or US Dollars), we do not have credit card facilities.

**Conference venue**
The conference venue is the Centre for African Wetlands (Tel. 021 512 835-6). Its location is indicated on the appended maps. For those staying at African Chalets and the Guest Centre we offer a complimentary shuttle service, which will leave African Chalets on Wednesday 3 August at 8:30am and will pass the Guest Centre a few minutes later. There will be a book stand during the conference where you are welcome to display your pidgin/creole-related publications.

**Format of presentations**
The length of presentations will be as follows:
- Full paper: 20 minutes plus 10 minutes discussion
- Work-in-progress report (WIP): 10 minutes plus 5 minutes discussion
Please bring at least 40 copies of your handout. Please note that additional copies cannot be made in the conference centre and that photocopying facilities are limited on campus.

**Technical equipment**
There will be presentation notebooks and beamers in the conference rooms, which will be running a Windows OS. Computers running Linux and MacOS will not be available; if you intend to use your Apple computer, please bring adapters. PowerPoint will be installed on the computers, but to be on the safe side, please also convert your slides into PDF in case you encounter a compatibility problem. For phonetic transcripts, please use either of the Unicode fonts provided by SIL:
- Doulos SIL: http://scripts.sil.org/DoulosSILfont
- or Charis SIL: http://scripts.sil.org/CharisSILfont
**Conference dinner**
The conference dinner will take place on Friday 5 August; tickets will be on sale on sale during the on-site registration. We managed to hire the famous Highlife Band “Local Dimension” and it promises to be a great evening with live music and dancing.

**Post-conference excursion**
Since space on the buses is limited, bulky luggage will have be left on campus, where we will provide adequate storage space. Please bring a small rucksack or bag for the 3 days of our excursion.
We will stay at Anomabo Beach Resort, so don't forget to bring your bathing-costume/swimming-trunks. Body-boarders: Anomabo has a shore-break but the resort does not have boards for hire, so bring your own and a rash guard with a high UV-filter – an absolute must.
Some activities during the excursion involve walking on rough or slippery ground as well as some climbing, so bring appropriate shoes (no high heels, trainers are ok). Don't forget effective mosquito repellents as well as adequate sun protection (sun blocker and a cap/ hat, umbrellas, sun-screen).
If you will need additional nights on campus after our return from the excursion, please let us know by Sunday 24 July.

**Contacting us**
If you need to contact us, please use the address spcl-accra@uni-giessen.de.
The country code for Ghana is 00233. In Ghana, you can reach the organisers at the following phone numbers:
Evershed Amuzu:   (0)24 3754 406
Jemima Anderson: (0)244-52287
Kari Dako:   (0)20 8199 842
Magnus Huber: (0)24 99 22 553
Kofi Saah: (0)24 2797 815
John Singler: (0)54-974-3925
Kofi Yakpo: (0)26 8715215

We very much look forward to welcoming you in Accra.

With best regards,
Magnus Huber
(for the SPCL organising team)