

## ***Erasmus+: Building a sustainable future together***

*Thematic conference*

FR01\_0602\_THO\_2024

**From Tuesday 3 December to Wednesday 4 December 2024, in Marseille (France)**



## **PRACTICAL INFORMATION**

### **1. REGISTRATION, PROFILE PRESENTATION AND ONLINE NETWORKING PLATFORM**

An online platform will be opened before the start of the conference, *from 10 November 2024*.

This is a limited-access platform - not open to the 'general public' - which will only be accessible to selected French and European external participants whose participation has been validated by their sending Erasmus+ agency.

If you are selected by your own agency, you will then be contacted to complete a registration form on our online platform.

Our service provider (KULTE agency) will monitor your registration and manage your participation throughout the seminar.

You will be able to communicate directly with them via an e-mail address.

The platform will allow you to publish your participant profile: identity, photo, information about your organization/institution, etc.

This information will enable participants to discover the profiles of others before they arrive, so as to optimize the search for partners and networking.

We will ask you to upload a short presentation in English (Word, PDF) about your organization and its educational project, your expectations, your ideas, etc.

Finally, you will have the opportunity to make an appointment in advance with the person(s) of your choice.

Time and space will be set aside for networking meetings, independently of any other informal opportunities for discussion.

*This networking process (which has already been tried and tested on other TCAs) will only be a success if everyone takes special care to complete the forms, add a presentation and a photo, respond to requests for appointments, etc. We're counting on you!*

These procedures are compulsory and will validate your final participation with the Erasmus+ French agency.

All profiles must be completed by the end of November so that we can organize your stay as efficiently as possible and optimize your participation.

## 2. CONFERENCE DATES AND TIMES

Conference venue:

World Trade Center Marseille Provence

City Center Vieux-Port, 2 rue Henri Barbusse, 13001 Marseille, France

- Arrival expected on **Tuesday 3 December 2024 before 12:00** (12h00-13h00: registration, lunch booked and paid for & coffee)
- Departure on **Wednesday 4 December 2024 after 14:00** (lunch included, booked and paid for)

Travel arrangements should be made accordingly to avoid arriving after the start of the conference and leaving before the end.

The French agency will directly cover the following costs (from date to date and at the times indicated), all-inclusive:

Date	Lunch	Dinner	Overnight <b>only for EU participants</b> (breakfast included)
Monday 2 December 2024	<b>NO</b>	<b>NO</b>	<b>French national agency</b> Optional and if required - good coordination of green and sustainable transport (
Tuesday 3 December 2024	<b>French national agency</b>	<b>French national agency</b> Dinner cocktail	<b>French national agency</b>
Wednesday 4 December 2024	<b>French national agency</b> Lunch cocktail	<b>NO</b>	<b>NO</b>

- **Only for EU participants:**
  - Possibility of a night of accommodation (2 to 3 December, breakfast included) for those who choose to take longer, more environmentally-friendly means of transport. To be indicated when registering on the platform. Dinner will not be provided.
  - One night of accommodation (3 to 4 December, breakfast included) for all, in a single room (booked and paid for by the French agency).
- Two cocktail lunches and dinner (as a cocktail party, no seated meal) with a buffet, generally served standing up, not just an aperitif, but lots of little savoury and sweet bites (in verrines, spoons, picks, etc. served with the drinks). Free dress code.

### 3. ACCOMMODATION (only for European participants and staff)

Throughout the conference you will be staying at the hotel: **Mercure Marseille Centre Vieux-Port\*\*\*\***

<https://all.accor.com/hotel/1148/index.en.shtml>

Address : 1 rue neuve Saint-Martin 13001 Marseille, France

Contact phone number: +33 (0) 4 96 17 22 22 (information request)

Contact email address: [H1148@accor.com](mailto:H1148@accor.com)

**Optional overnight stay from 2 to 3 December**, depending on the coordination of sustainable transport from Europe. This option can be selected on the event platform.

For all, overnight stay **from 3 to 4 December 2024**.

**Accommodation is in a single room (breakfast included) that has already been booked and paid for by the Erasmus+ France Agency.**

The hotel, the conference venue and all their public areas are accessible to *disabled guests*.



Don't hesitate to let us know about your *particular needs*: reduced mobility, hearing or sight impaired, using the registration form on our platform.



*Any dietary restrictions* will be considered (allergies, intolerance, philosophy, religion, etc.).

Please inform us of your restrictions in the platform registration form.



All areas of the hotel and the conference venue are equipped with *high-speed Wi-Fi access* (rooms, common areas, plenary rooms, workshops).



Networking sessions will be facilitated by various '*networking spots*' spread around the conference venue. A map will be available.

It takes **less than 10 minutes** to walk from the hotel to the conference venue.

**IMPORTANT INFORMATION: if you want to arrive before or leave after the date indicated.**



- **Neither the French agency nor its event service provider (KULTE agency) will take care of the management and follow-up of any additional overnight stays you may have.**

- In this case, these extra nights ***must be booked directly by yourself***, in agreement with your national sending agency, at the *hotel of your choice* or at the Mercure Marseille Centre Vieux-Port\*\*\*\*.

- Additional nights at the Mercure Marseille Centre Vieux Port\*\*\*\* must ***be paid directly by you on departure.***

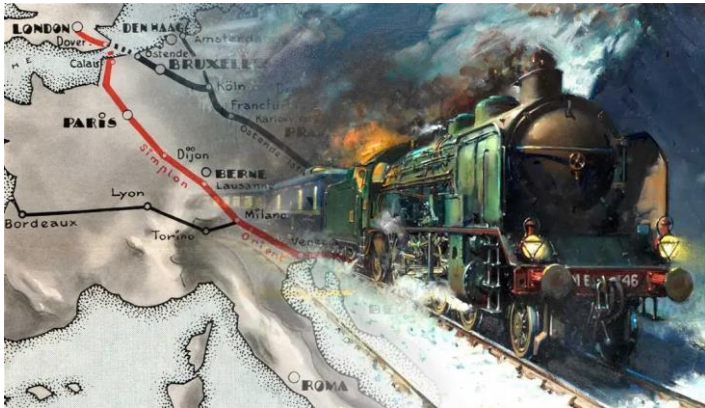
- For information, Marseille tourist tax is (*per person/per night*):

Hotel\*\*: €1,00

Hotel\*\*\*: €1,60

Hotel\*\*\*\*: €2,50

#### 4. TRAVEL TO FRANCE (Paris/Marseille) *Be as sustainable as possible!*



##### *From France...*

You can reach Marseille **by train**:  
<https://www.sncf-connect.com/>

##### *For European countries...*

It's possible to land at Paris-Roissy-Charles de Gaulle international airport. The city of Marseille can be reached by **TGV train directly from Roissy-Charles de Gaulle airport (terminal 2) in around 3 hours 45**. Arrival at Marseille Saint-Charles's railway station.  
<https://www.sncf-connect.com/en-en/>

##### **At your arrival at Marseille Saint-Charles's railway station,**

- *To get to the World Trade Center:* Take metro line M1, direction La Fourragère, get off at the Colbert stop. Walk about 3 minutes (230 metres) to reach 2 rue Barbusse.
- *To get to the Mercure Hotel:* Take metro line M1, direction La Fourragère, get off at the Colbert stop. Walk about 3 minutes (240 metres) to reach 1 rue Neuve Saint-Martin.

Metro line map: <https://www.rtm.fr/en/plan/ligne-M1?nt=RTM>

Metro information: <https://www.rtm.fr/en/accueil>



Price for 1 ticket (for metro, bus or tram during one hour) €1.70 or 10 tickets: €15,10

You can also **land directly at Marseille Provence airport**, either from Paris-Roissy Charles de Gaulle airport or from your home country.

#### 5. HOW TO GET DIRECTLY FROM THE AIRPORT?

A **public shuttle service, "Le car 91"**, can take you directly from Marseille Provence airport (bus station) to Marseille Saint-Charles (bus station), on rue Honnorat 13001 Marseille. Departures every 10 minutes (from 6h50 to 19h10), total journey time between 30 and 50 minutes (depending on road traffic conditions).

Please check the fixed departure times for the shuttle bus from the airport: <https://www.marseille-tourisme.com/en/offers/navette-marseille-aeroport-ligne-91-marseille-1er-en-3382452/> to download timetables.



Ticket price: €10 (one way)  
 Sold on board the bus or at the kiosks at Marseille Saint-Charles bus station or Marseille-Provence airport bus station.



## 6. DISCOVER MARSEILLE!



All the *tourist information* you need about Marseille and useful applications (available in English and Spanish): <https://www.marseille-tourisme.com/en/>

The Mercure Hotel is located in the heart of the old city, near the Vieux Port (La Canebière avenue) and the historic choir.

Detailed downloadable map of the city of Marseille (city centre) with its main historic monuments and metro and tram lines: <https://www.calameo.com/read/002243401c214757c25cc>  
The hotel is located on the map on square A2 (middle left).

## 7. NOT TO BE FORGOTTEN!

- There is no dress code for the cocktail (lunches and dinner).
- In December, the weather in Marseille can be very pleasant (sunny, mild), but also quite windy (the Mistral wind), particularly by the sea.  
<https://www.accuweather.com/en/fr/marseille-1er-arrondissement/2606093/weather-forecast/2606093>
- As part of our eco-friendly approach, please bring your own daily water bottle. Water fountains are located throughout the conference venue for refilling.

## 8. Sanitary Constraints

Covid 19 has not completely disappeared. We recommend that you bring *enough masks* for the conference.

<https://www.diplomatie.gouv.fr/en/coming-to-france/coming-to-france-your-covid-19-questions-answered/>