



# The Ninth International Research Forum on Statistical Reasoning, Thinking and Literacy

WALDHOTEL NACHTIGALL, PADERBORN, GERMANY

JULY 26 TO AUGUST 1, 2015

SRTL WEBSITE: <http://srtl.info>

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## **SECOND ANNOUNCEMENT**

February 15, 2015

Dear colleague and friend,

It is a pleasure to welcome you as a participant in the Ninth International Research Forum on Statistical Reasoning, Thinking and Literacy (SRTL-9) to be held in Paderborn, Germany on July 26 to August 1, 2015 at [Waldhotel Nachtigall, Schloss Neuhaus](#). The Forum is sponsored by several institutions including the University of Paderborn and Springer Publishing Company.

Researchers in Statistics Education from eight countries around the world have been invited to share their work, discuss important issues, and initiate collaborative projects. With emphasis on *Reasoning about models and modelling in the context of informal statistical inference*, an interesting range of diverse research presentations and discussions have been planned and we all look forward to a stimulating and enriching gathering.

The structure of the scientific program will be a mixture of formal and informal sessions, small group and whole group discussions, long (90 minute) and short (30 minute) presentations and the opportunity for extensive analysis of video-taped research data.

All participants are asked to submit their completed registration **by April 15, 2015** and payment by **May 1, 2015** to avoid a late fee. Paper presenters are requested to submit their summary paper (details below) by **May 15, 2015**. In preparation for SRTL-9, it is very important that all participants *read the entire set of summary papers* before arriving to allow the focus during presentations to be on discussing data, analysis, and implications. These summary papers will be made available by **June 30, 2015**.

We look forward to welcoming you to a stimulating meeting and a memorable visit to Paderborn, Germany.

Warm regards,

Katie Makar

*Co-chair*

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Dani Ben-Zvi

*Co-chair*

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Susanne

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*Local Organizer*

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## **PUBLICATION**

We envision two forms of publication for papers presented at SRTL-9.

- Journal article, and
- An edited book or special issue

We invite SRTL-9 participants who would like to publish their paper in a journal of their choice to submit their paper as quickly as possible after SRTL so that the ideas are made available to a wide audience soon.

As a second option, we are in the process of proposing an edited Springer book or special issue of a journal. Details are not yet settled, but if our proposal is accepted, interested participants and invited authors will be asked to submit an article chapter (based on your SRTL-9 paper). The editors will be Dani Ben-Zvi and Katie Makar.

More details (e.g., formatting, editorial guidelines, etc.) will be distributed to SRTL-9 participants once the outcome of a proposal is determined.

## **SPONSORS**

A sincere thank you to the sponsors who have helped to make the Research Forum possible:

- Springer Publishing Company
- The University of Paderborn

(Additional sponsors will be announced later.)

## **SRTL-9 SCIENTIFIC PROGRAM COMMITTEE**

By reviewing the proposed papers, the members of the Scientific Program Committee have helped to shape the scientific program of SRTL-9.

- Janet Ainley – University of Leicester, UK
- Dani Ben-Zvi – University of Haifa, Israel
- Rolf Biehler – University of Paderborn, Germany
- Bob delMas – The University of Minnesota, USA
- Katie Makar – The University of Queensland, Australia
- Andee Rubin – TERC, USA

## **LOCAL ORGANIZING COMMITTEE**

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## VENUE AND ACCOMMODATION

The SRTL-9 Research Forum will be held at *Waldhotel Nachtigall, Schloss Neuhaus* in Paderborn, Germany. We will organize transport from the *Frankfurt International Airport* (FRA), leaving about 11:00 on Sunday July 26, arriving at Waldhotel Nachtigall about 14:00. We recommend that you fly to FRA Airport the day before and stay at a hotel near the airport on the night of July 25. (Recommendations for hotels in Frankfurt are listed in the appendix of this document.) Another option is to fly to *Paderborn Airport* (PAD), which is about twenty kilometres south of Waldhotel Nachtigall. There are several other options to fly to Germany, but we recommend that you fly to FRA or PAD. For the way back on Saturday August 1, we will leave at about 14:00 o'clock from Waldhotel Nachtigall and arrive at about 17:00 o'clock at FRA airport. If you intend to leave on Saturday August 1, we recommend that you take a flight *not earlier than 20:00* or again recommend that you stay at a hotel near the airport.

We will stay at the [Waldhotel Nachtigall, Schloss Neuhaus](#). This hotel is located at a beautiful suburb of Paderborn. **Participants have the option of staying in a basic single room, or a suite room (by availability).**

- **Single room:** includes a single bed, minibar (additional charges), TV, full bathroom, wireless internet, safe.
- **Junior Suite room:** includes a minibar (additional charges), TV, full bathroom, wireless internet, safe, (30 m<sup>2</sup>), and a roof terrace (13 m<sup>2</sup>). The additional cost for the Junior Suite is 30€ more per night (tax included), i.e. an additional 180€ for 6 nights.
- **Suite room:** includes a minibar (additional charges), TV, full bathroom with corner bathtub, wireless internet, safe, a living and sleeping area (46 m<sup>2</sup>), balcony, and a separate WC. The additional cost for the suite is 60€ more per night (tax included), i.e. an additional 360€ for 6 nights.

Waldhotel Nachtigall features a Finnish sauna and steam bath. There is a relaxation area overlooking the garden. Most meals will take place at Waldhotel Nachtigall, but a couple of the dinners will take place at other restaurants. Please let us know of any dietary restrictions (see registration form) you have so that we can alert the restaurants.

**All participants are required to attend the entire Forum program.** The program will begin on Sunday afternoon July 26, 2015 at 15:30. Meetings will take place through to Saturday August 1 at 14:00, interspersed with local excursions around Paderborn and Kassel.

## IMPORTANT DATES

February 1, 2015	Registration opens for SRTL-9 (Link for registration at <a href="http://srtl.info">http://srtl.info</a> )
April 15, 2015	Deadline for all participants to submit their registration form
May 1, 2015	Deadline for all participants to submit their payment
May 15, 2015	Summary papers are due (see details below)
June 30, 2015	Final Announcement: Full scientific and social program Summary papers made available to participants No refund for cancellation after this date
July 26, 2015	SRTL-9 Begins
August 1, 2015	SRTL-9 Concludes

## REGISTRATION AND ACCOMPANYING FEES

Registration Fees for participants and accompanying persons are given in the following table:

<b>Payment Details (in Euro)</b>	<b>Fee (€)</b>
<i>Participant</i> – including conference, single room accommodation, all meals and excursions, and transport from and to FRA Airport.	<b>1,100</b>
<i>Participant</i> – including conference, junior suite room accommodation, all meals and excursions, and transport from and to FRA Airport.	<b>1,280</b>
<i>Participant</i> – including conference, suite room accommodation, all meals and excursions, and transport from and to FRA Airport.	<b>1,460</b>
<i>Accompanying person</i> – including accommodation (shared double room), all meals and excursions, and transport from and to FRA Airport.	<b>700</b>

- If you prefer to share a room, a cheaper price is possible (contact [srtl2015@gmail.com](mailto:srtl2015@gmail.com)).
- Payment for accompanying person(s) will be required at the same time as the registration fee for participants.
- Please contact [srtl2015@gmail.com](mailto:srtl2015@gmail.com) as soon as possible with special requests.

## REGISTRATION AND PAYMENT

We will set up a registration form at <http://srtl.info> where you can register from February 1, 2015. Unfortunately, we have no credit card facility. We will therefore send every participant an invoice and ask you to pay before May 1, 2015, by **bank transfer in Euro (€)**. (Note: Please note the instructions for the “Reason for payment” section below):

### University of Paderborn

IBAN: DE55472601218747040000

BIC: DGPBDE3MXXX

Bank: Volksbank Paderborn-Höxter-Detmold

**Reason for payment: 3050321601, your\_name**

*Address of Volksbank Paderborn-Höxter-Detmold (bank):*

Volksbank Paderborn-Höxter-Detmold eG  
Hauptstelle Paderborn  
Neuer Platz 1  
D-33098 Paderborn  
Germany

*Address of the University of Paderborn:*

Universität Paderborn  
Warburger Straße 100  
D-33098 Paderborn  
Germany

## CANCELLATIONS

All cancellations and changes must be made electronically by emailing [srtl2015@gmail.com](mailto:srtl2015@gmail.com).

If a cancellation is made after the full registration fee has been paid, but before May 1<sup>st</sup> 2015, the refund will be the amount paid. If a cancellation is made after May 1<sup>st</sup>, 2015, the refund will be the amount paid minus 200€ Unfortunately, we will not be able to make refunds after June 30, 2015. Note that all refunds will be made in €

## FUNDING

A limited amount of funding toward the registration fee may be available for junior scholars or scholars from developing countries. If you require funding assistance, please contact Dani Ben-Zvi ([dbenzvi@univ.haifa.ac.il](mailto:dbenzvi@univ.haifa.ac.il)) immediately.

## LETTERS OF INVITATION

Participants who need an official letter of invitation for funding purposes should email their request to [srtl2015@gmail.com](mailto:srtl2015@gmail.com).

## INVITED PARTICIPANTS

The tentative list of delegates at the time of publication is:

	First Name	Last Name	Country	Role
1	Janet	Ainley	UK	Discussant, Sci. Committee
2	Keren	Aridor	Israel	Presenter
3	Dani	Ben-Zvi	Israel	Presenter, Sci. Committee, SRTL co-chair
4	Rolf	Biehler	Germany	Discussant, Local Organizer, Sci. Committee
5	Stephanie	Budgett	New Zealand	Presenter
6	Robert	delMas	USA	Presenter, Sci. Committee
7	Helen	Doerr	USA	Presenter
8	Tim	Erickson	USA	Discussant
9	Daniel	Frischemeier	Germany	Presenter, Local Organizer
10	Einat	Gil	Israel	Presenter
11	Rob	Gould	USA	Presenter
12	Terri	Johnson	USA	Presenter
13	Sibel	Kazak	UK	Presenter
14	Cliff	Konold	USA	Presenter
15	Rich	Lehrer	USA	Presenter
16	Katie	Makar	Australia	Presenter, Sci. Committee, SRTL co-chair
17	Hana	Manor Braham	Israel	Presenter
18	Jennifer	Noll	USA	Presenter
19	Maxine	Pfannkuch	New Zealand	Discussant
20	Susanne	Podworny	Germany	Presenter, Local Organizer
21	Dave	Pratt	UK	Presenter
22	Andee	Rubin	USA	Discussant, Sci. Committee
23	Susanne	Schnell	Germany	Presenter
24	Jill	Wells	UK	Presenter
25	Lucia	Zapata	Colombia	Presenter

## THE SCIENTIFIC PROGRAM

The working language of the Research Forum is English, all electronic communication will be in English, all sessions will be conducted in English, and all written materials produced will be in English. All participants will be able to download the papers by June 30, 2015 so that they can be read before attending the Forum.

During the Forum we shall use Google Drive (GD) to share materials. Further details will be provided in the final announcement.

The activities of the scientific program include:

- Keynote address on opening night (to be confirmed)
- Research presentations to the entire group. There will be 9 long presentations (90 min) and 6 short presentations (30 min). Each presenter, or team of presenters, will be allocated 90 or 30 minutes, which includes interactive whole group discussion and a small subset of video clips, if desired.
- Small group discussion around each cluster's thematic topic (1 hour).
- Short opening session each day for reflection on the presentations and discussions of the previous day (30 minutes).

- Optional afternoon devoted to viewing and discussing research using video-tape data, or sharing other projects of the participants.
- Panel presentation by discussants (90 minutes).

The main meeting room is equipped with overhead projection, the viewing and hearing of audio tape, video tape, and DVD, Internet access, and computer access.

## TENTATIVE SCHEDULE

### Day 1: Sunday, July 26, 2015

Focus of the day: **Welcome and keynote**

11:00	Bus departure at Frankfurt (FRA) airport
14:00	Arrival at Waldhotel Nachtigall, Paderborn
15:30–16:30	Welcome reception and session <ul style="list-style-type: none"> <li>• Getting to know each other: goals and concerns</li> <li>• What we have gained from past SRTLs</li> <li>• Introduction to conference theme: <i>Reasoning About Models</i></li> <li>• Introduction to the scientific and social program of SRTL-9</li> </ul>
16:30–17:00	Break
17:00–18:00	Keynote address by Nicholas Horton
18:00–18:30	Discussion
19:00–20:30	Opening dinner at Waldhotel Nachtigall
20:45–21:45	Optional walk to “ <a href="#">Schloss Neuhaus</a> ”

### Day 2: Monday, July 27, 2015

Focus of the day: **Modelling from School to College**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection: Discussion of keynote address
9:00–10:30	<b>Long presentation 1</b>
10:30–11:00	Break
11:00–12:30	<b>Long presentation 2</b>
12:30–13:30	Lunch at Waldhotel Nachtigall
14:00–14:30	<b>Short Presentation 1</b>
14:30–15:00	Break
15:00–16:00	Small group discussion
16:00–17:30	Free time

17:30–18:30	Video viewing / sharing session 1(optional)
18:30–20:00	Dinner at Waldhotel Nachtigall (Barbeque?)

### Day 3: Tuesday, July 28, 2015

Focus of the day: **Middle School Students’ Reasoning about Modelling**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection
9:00–10:30	<b>Long presentation 3</b>
10:30–11:00	Break
11:00–12:30	<b>Long presentation 4</b>
12:30–13:30	Lunch at Waldhotel Nachtigall
13:30–14:00	<b>Short presentation 2</b>
14:00–15:00	Small group discussion
15:00	Bus departure at Waldhotel Nachtigall to HNF (15 minute drive)
15:15–19:30	Trip to Paderborn <ul style="list-style-type: none"> <li>• 15:30 - 17:30 <a href="#">Heinz Nixdorf Forum</a> (Computer science museum) guided tour + free time</li> <li>• 17.30-19.30: <a href="#">Libori</a> – “Fair” in Paderborn, Visiting the Paderborn cathedral and the “<a href="#">The three-hare-window</a>”</li> </ul>
19:30	Bus departure at Paderborn back to Waldhotel Nachtigall (20 minute drive)
20:00–21:30	Dinner at Waldhotel Nachtigall

### Day 4: Wednesday, July 29, 2015

Focus of the day: **Primary School Students’ Reasoning about Modelling**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection
9:00–10:30	<b>Long presentation 5</b>
10:30–11:00	Break
11:00–11:30	<b>Short presentation 3</b>
11:30–12:00	<b>Short presentation 4</b>
12:00–12:45	Small group discussion
13:00	Bus departure at Waldhotel Nachtigall to Kassel (Lunchbox) (1 hour drive)

14:30–16:00	<a href="#">Waterfeatures</a> at Bergpark Wilhelmshöhe
16:00–17:15	Free time at Bergpark Wilhelmshöhe
17:15–18:30	A walk through Wilhelmshöhe/Kassel (optional bus transfer at 18:00)
18:00	Optional bus transfer from Bergpark Wilhelmshöhe to restaurant “Papen Änne”
18:30–20:30	Dinner at the oldest restaurant of Kassel “ <a href="#">Papen Änne</a> ”
20:30	Bus departure at “Papen Änne” back to Waldhotel Nachtigall (1 hour drive)

### Day 5: Thursday, July 30, 2015

Focus of the day: **Primary Students’ Reasoning about Modelling (continued)**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection
9:00–10:30	<b>Long presentation 6</b>
10:30–11:00	Break
11:00–12:30	<b>Long presentation 7</b>
12:30–13:30	Lunch at Waldhotel Nachtigall
14:00–14:30	<b>Short Presentation 5</b>
14:30–15:00	<b>Short Presentation 6</b>
15:00–16:00	Small group discussion
16:00–17:30	Free time Optional activity
17:30–18:30	Video viewing/sharing session 2 (optional)
18:30–20:00	Dinner at Waldhotel Nachtigall
20:30	Music night at Waldhotel Nachtigall

### Day 6: Friday, July 31, 2015

Focus of the day: **Teachers’ Reasoning about Modelling**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection
9:00–10:30	<b>Long presentation 8</b>
10:30–11:00	Break

11:00–12:30	<b>Long presentation 9</b>
12:30–13:30	Lunch at Waldhotel Nachtigall
13:30–14:30	Small group discussion
14:45	Bus departure at Waldhotel Nachtigall to Detmold (45 minute drive)
15:30–17:30	Visiting the „ <a href="#">Open-Air-Museum Detmold</a> “
17:45	Bus departure at Open-Air-Museum Detmold to Waldhotel Nachtigall (45 minute drive)
18:30–19:30	Free time at Waldhotel Nachtigall
19:30	Bus departure at Waldhotel Nachtigall to Farewell dinner (20 minute drive)
20:00–22:30	Farewell dinner at „Pane e vino“, Paderborn? Alternative: Kupferkessel (Paderborn)
22:30	Bus departure at Pane e vino to Waldhotel Nachtigall (20 minute drive)

### Day 7: Saturday, August 1, 2015

Focus of the day: **Wrap-up and plan ahead - farewell**

7:00–7:30	Optional physical activity
7:00–8:30	Breakfast
8:30–9:00	Reflection
9:00–10:30	Discussants' Panel
10:30–11:00	Snack Break
11:00–13:00	Looking Backward and Looking Forward–Whole group discussion
13:00–13:45	Lunch at Waldhotel Nachtigall
14:00	Departure to Frankfurt (FRA) airport (3 hour drive) We recommend a flight departing from Frankfurt airport not earlier than 20:00.

### INSTRUCTIONS FOR PARTICIPANTS

All participants (presenters, co-authors, and discussants) are requested to **each** complete the registration form available at <http://srtl.info> open from **February, 2015 to April 15, 2015**.

### INSTRUCTIONS FOR PRESENTERS

Summary papers must be submitted electronically by May 15, 2015 to [srtl2015@gmail.com](mailto:srtl2015@gmail.com)

See Guidelines for preparing papers below.

## INSTRUCTIONS FOR DISCUSSANTS

Discussants will actively participate in all sessions and discussions. In addition they will have time to share their own reflections and comments on the Forum in a panel on the concluding day.

## PRESENTATION FORMAT

The scientific program groups presentations thematically into clusters. A cluster consists of:

- 2-3 presentations (long and short), combined with
- small group discussion (60 min), and
- reflection discussion (30 min on the following day).

This structure allows each presenter to share the details of their research with the entire group, and in addition, permits the entire group to process the research findings and substantively interact with the cluster topic.

**Long presentations** will be 90 minutes long: 60 min for presentation and 30 minutes for discussion (not necessarily as two blocks). Presenters of long presentations are encouraged to present short excerpts of video clips (if available) and bring hand-outs in hardcopy and/or digital format of transcribed interviews/observations or other materials as needed. There is also the possibility to upload the material to the SRTL-9 Google Drive Folder. In the presentation, just a small subset of short research video will be presented, but presenters will have the opportunity to interact with video research data during two dedicated one-hour long sessions for this task. All presenters are requested to bring their video segments on a USB flash drive/CD/DVD (bring several formats just in case one does not work). There is also the possibility to store the video segments in the SRTL-9 Google Drive Folder.

**Short presentations** will be 30 minutes long: 15 min for presentation and 15 minutes for discussion (not necessarily as two blocks). Presenters are requested to prepare their slides accordingly in a concise and clear format, and to include discussion questions. We assume there is no room for video clips in such a short time, however if you wish to show one, please make sure it is no more than 2-3 min long, and provide a transcript. All materials should be uploaded to the designated GD folders (instructions will be provided in the final announcement).

## INSTRUCTIONS FOR SUBMITTING SUMMARY PAPER

As with SRTL 7 and 8, we are asking all presentation authors to present a ‘**summary paper**’ that includes the front end of a normal paper – abstract (200 words), introduction, literature review, methodology, and any additional information that would help orient the group to the study context. Across the proposals, we noticed that the context and meaning of modelling varied substantially. To facilitate discussion, please ensure that you clearly address in your summary paper what you mean by a model or modeling in the context you are presenting and which aspect of a model or modeling you are focusing on in your research. The summary paper will both inform the group of the necessary details that led up the data analysis (to avoid having to repeat this in the presentation) and to allow for more rigorous discussion at the Forum. Instructions are given below for the format of the summary paper. It is expected that these papers will be about 8–10 pages in length (single spaced).

### Submission

Presenters are requested to submit their presentation paper in DOCX formats by **May 15, 2015** to [srtl2015@gmail.com](mailto:srtl2015@gmail.com) so that these can be distributed to SRTL-9 participants before the Forum. Please follow the Guidelines for formatting papers. This is important to ensure that all participants have time to read the presentation papers before arriving at SRTL-9.

### Presentation Paper Structure

A common format is requested for all SRTL-9 presentation papers, unless other arrangements have been made. The structure should be:

- Title and authors details (names, institute, address and e-mails)
- Abstract (200 words)
- Introduction addressing theme, problem, relevance and goal of the research
- Brief review of related literature and theoretical framework leading to specific research questions
- Method – depending on the author's theoretical approach, this may include an overview of the context, participants, details of any tasks or instruments given and how/why, data collection and data analysis
- Brief overview of the video clips or results that you plan to share at the Forum
- Potential implications for research, educational practice, and assessment
- References
- Appendices
- Annotated list of video segments (if included; this may be handed out at the Forum)

We assume that this structure will fit most papers. Be reminded that the focus of your paper should be a *particular aspect* of the Forum theme – *Reasoning about Models and Modelling in the Context of Informal Statistical Inference* – **please ensure that you limit the purpose, literature review, and implications for your results to this topic so as to have a focused and coherent summary paper.**

When writing your paper please give special consideration to the following points, based on lessons learned from past SRTL Forums:

- The opening sections (Introduction, Review of literature/theoretical framework) should focus on issues and literature specifically relevant to the SRTL-9 theme. Make sure your text is explicit about the purposes/goals of the study, as well as about the motivation or justification for raising your specific research questions, e.g., why is it useful to study this particular aspect? How would answering these questions contribute to existing knowledge about developing reasoning about uncertainty in the context of making informal statistical inferences?
- Ensure that your research questions are clarified and that when citing previous research, you describe what was found and how that feeds into or is the basis for raising the question(s) you pose. Avoid stating research questions that are vague or too broad. Clearly show how the questions are grounded in and emerge from gaps in the literature.
- The method section needs to be structured. Try to organize it according to standard subtopics, for example: a) Participants, b) Instruments and/or Tasks, c) Procedure, d)

Data collection and e) Data analysis. That said, in certain qualitative or complex studies, you may need to elaborate further on the Approach, Context and/or Setting (to describe considerations that led to a specific design, the learning environment within which the study takes place, etc.).

- The overview of results section should include a *brief* description of the data you intend to present at SRTL-9.
- Potential/intended implications regarding: *research* (e.g., needed changes to models, theories, research methodologies, or future studies, etc.), *educational practice* (teaching methods, technologies and materials, teacher training, etc.), and if relevant also *assessment* and/or *evaluation*.

### **Format/Template Guidelines**

The paper should use the *APA 6* instructions on page size (A4) and margins (1" or 2.54 cm margins specifically), font type (Times New Roman) and font size (12 pt), but keep table and figures in the text as a service to the reader.

## TRAVEL GUIDE

### Climate

SRTL-9 will take place in Germany, which experiences warm temperatures in the summer. In July, the average high temperature typically ranges from 17 to 30°C (approximately 62 to 86°F) with overnight lows ranging from about 7 to 15°C (approximately 45 to 60°F). The region has also been known to experience heat waves that make the temperature go above 32°C (about 90°F), though temperatures this high are rare in July. It is recommended that you check the weather before you pack, and bring some layers for cool weather along with clothing for warm weather. A sun hat and sun protection for the day, and a coat for the night will probably come in handy. There is around a 40% chance of some type of precipitation throughout July, so do bring wet weather clothing. For more information on the climate at Paderborn area, go to:

<http://weatherspark.com/averages/29002/Gutersloh-Nordrhein-Westfalen-Germany>

### Electricity

Supply runs at 220–240V, 50Hz AC; sockets generally require a two-pin plug with rounded prongs. Visitors from the UK will need an adaptor; visitors from North America may need a transformer, though most of those supplied with electrical equipment – like cameras, laptops and mobile phones – are designed to accommodate a range of voltages.

### Currency

Euro (EUR; symbol €) = 100 cents. Notes are in denominations of €500, 200, 100, 50, 20, 10 and 5. Coins are in denominations of €2 and 1, and 50, 20, 10, 5, 2 and 1 cents. Credit cards are widely accepted in most shops, petrol stations, mid- to upmarket restaurants and hotels. All major credit cards are accepted, but it is advisable to carry cash as well. Cheques are very rarely used.

In common with most other Western European languages, the meanings of points and commas are exactly inverse to the English custom; in German a comma is used to indicate a decimal. For example, 2,99€ is two euros and 99 cents. The "€" symbol is not always used and may be placed both in front or after the price. A dot is used to "group" numbers (one dot for three digits), so "1.000.000" would be one million. So "123.456.789,01" in German is the same number as "123,456,789.01" in English speaking countries.

### Weights & Measures

Germany consistently uses the metric system for all measures, including road signs (kilometers/hour) and gas (price displayed is per liter).

### Insurance

It is recommended that participants arrange insurance for medical expenses, loss and accidents that may occur during the Forum. The University of Paderborn cannot be held responsible for any losses, damages or injuries.

EU citizens that are members of any public health insurance can get a [European Health Insurance Card](#). The card is issued by your insurance provider and lets you use the public health care system in any EU country, including Germany. If you are an EU citizen, you simply have to tell a doctor or the hospital that it goes through the 'AOK', the German state

health insurance scheme. If doctors and hospitals don't accept this, go to the local AOK office and they will usually telephone them to confirm.

If you're from outside the EU, or if you have a private health insurance, check if your insurance is valid in Germany. If not, get a travel health insurance for the trip - German health care is expensive.

Foreign insurance, even if it covers travel abroad, may not be accepted by local hospitals, i.e. you may have to pay up front and claim it back from the insurance company. (Be sure to keep the originals safe.) Alternatively, you might be sent a bill in the post.

## **Tax and Tipping**

Tax is included in prices.

Unlike in some other countries, service staff are always paid by the hour (albeit not always that well). A tip is therefore mainly a matter of politeness and shows your appreciation. If you didn't appreciate the service (e.g. slow, snippy or indifferent service) you may not tip at all and it will be accepted by the staff.

Since the introduction of the Euro, a tip (Trinkgeld, lit. "drink money") of about 5-10% is customary if you were satisfied with the service. Nonetheless, service charge is already included in an item's unit price so what you see is what you pay.

Tipping in Germany is usually done by mentioning the total while paying. So if for example a waiter tells you the bill amounts to "€13.50", just state "15" and he will include a tip of €1.50.

## **Time**

The time zone in Germany is Central European Time (*Mitteleuropäische Zeit, MEZ; UTC+01:00*) and **Central European Summer Time** (*Mitteleuropäische Sommerzeit, MESZ; UTC+02:00*). Daylight saving time is observed from the last Sunday in March (02:00 CET) to the last Sunday in October (03:00 CEST)

International time zones can be viewed at The World Clock - Time Zones Website ([www.timeanddate.com/worldclock/](http://www.timeanddate.com/worldclock/)).

## **Visas**

Every international traveler needs to check with their own authorities regarding travel visas for traveling to Germany.

## **Clothing**

Although Germany is typically warm in the summer, please bring layers as the weather can also cool down, especially in the evenings. Note that for the trip for Kassel you need to go down many stony stairs, so bring good hiking shoes. A raincoat and other raingear are also recommended (see the **Climate** section above).

## **Drinking water**

Tap water has a good quality, is very strictly controlled and can be freely used for consumption. Exceptions have to be labelled ("*Kein Trinkwasser*" = not drinking water), usually found on fountains and in trains.

**For detailed information, please see**

<http://wikitravel.org/en/Germany>

## **Appendix: Recommendation for Hotels near Frankfurt Airport**

We suggest to choose one of the following hotels because of the ease of picking you up. In case these choices are not available or not suitable for you we will try to make special arrangements with regard to picking you up, this could mean that you have to take a taxi to a meeting point.

### **Hilton Frankfurt Airport**

- Single Room with single bed (queen-size)
- **86,43€**(price for the stay from July 25-July 26 2015)
- Link (booking.com): <http://www.booking.com/hotel/de/hilton-frankfurt-airport-frankfurt-am-main.en-us.html?aid=324790;label=FRA-GAJInt2E0JdHvqmZFjj4EgS6763623979%3Apl%3Ata%3Ap125%3Ap2%3Aac%3Aap1t1%3Aneg;sid=27a7d86c91d78e2c2a1af5dfaec21034;dcid=4;checkin=2015-07-25;checkout=2015-07-26;dist=0;srfid=27a7d2aad07350b92744d09ba82df466fcf62b29X3;type=total;ucfs=1&>

### **Hilton Garden Inn Frankfurt Airport**

- Single Room with single bed (queen-size)
- **73,03€**(price for the stay from July 25-July 26 2015)
- Link (booking.com): <http://www.booking.com/hotel/de/hilton-garden-inn-frankfurt-airport-frankfurt-am-main.en-us.html?aid=324790;label=FRA-GAJInt2E0JdHvqmZFjj4EgS6763623979%3Apl%3Ata%3Ap125%3Ap2%3Aac%3Aap1t1%3Aneg;sid=27a7d86c91d78e2c2a1af5dfaec21034;dcid=4;dist=0;type=total&>