



Welcome Pack E-mail

Dear Participants,

Welcome to the 38th InSEA World Congress! We are thrilled to soon welcome you to Olomouc, Czech Republic, and to the historic Arts Centre of Palacký University Olomouc (Konvikt) – the home of this year's congress.

Here you will find all the key information you need to ensure a smooth and enjoyable experience throughout your stay and participation.

We can't wait to explore Unexpected Territories with you. See you very soon in Olomouc!

**Warm regards,
The InSEA 2025 Organising Team**

Registration & Check-in

Carolina Room – 1st Floor, Arts Centre (Konvikt) (Univerzitní 3)

Monday 21 July (from 8:00 am) – regular check-in is available from 8.00 to 18.00 every day

Registration for all in-person participants – both active (presenting) and passive (not-presenting) – will be open Monday–Thursday from 8.00 to 18.00 at the main venue: the Arts Centre of Palacký University Olomouc (Konvikt). Please visit the Carolina Room to check in, pick up your congress materials, and receive any necessary assistance. You'll receive your badge, printed programme, map, and welcome gifts.

Main Congress Venue

Arts Centre of the Palacký University Olomouc (Konvikt) – Univerzitní 3, Olomouc

The parallel sessions, panels, workshops, poster session scheduled Tuesday (22 Jul) – Thursday (24 Jul), exhibitions and social and cultural programme will take place here.



Special Congress Venues

- **Monday 21 July – Opening Keynote Day**
Cinema Metropol (Sokolská 25, Olomouc) – Monday opening ceremony and keynote lectures
Just 5 minutes' walk from the Arts Centre (Konvikt)
- **VR experience & Baroque Opera**
Mozarteum Hall – Archdiocesan Museum Olomouc (Václavské náměstí 3, Olomouc) – next to St Wenceslas Cathedral
Just 5 minutes' walk from the Arts Centre (Konvikt)

Web Platform — Our Recommendations

Our website offers a wealth of inspiration and resources. You can explore materials on Claimed Territories, view virtual exhibitions, watch workshops and videos, or rewatch previously streamed sessions.

We will also be streaming the keynote session and the InSEA Award Ceremony live.

Everything is easily accessible through the congress website – we encourage you to take full advantage of what it has to offer!

Follow us on Social Media!

We regularly share updates, insights, and reports on Facebook, Instagram, and X – through the pages of the *Česká sekce INSEA*, the Facebook event, and the social media channels of the *Katedra výtvarné výchovy UP Olomouc*.

Follow and contribute to the conversation using our official hashtags:

#inseacongress2025 | #InSEA2025 | #UnexpectedTerritories

We invite you to share your experiences, ideas, and highlights on social media to help strengthen our vibrant international community.

Let's connect – and keep the dialogue going!

Safety, Medical Support, and Hot Weather Guidelines

The congress organising team is fully aware of its responsibility for the safety of all participants. A medical first aid service will be available throughout the event, along with a reception desk at the Arts Centre of Palacký University Olomouc (Konvikt), which serves as a permanent information and coordination point. Emergency response plans are in place and will be managed with the utmost care if needed. The main person responsible for coordinating safety measures and crisis communication is Petra Šobáňová.



Emergency Instructions for Participants

In the event of any **emergency** (medical issue, loss, disorientation, feeling of danger, etc.), please take immediate action by contacting one of the following:

- **Congress Reception Desk** (Carolina Room)
Staff are available to assist you with any urgent concerns during the event.
- **On-Site Medical Assistance**
A certified medical professional will be present throughout the congress.
Contact: **Samuel Duda**
Phone: **+420 774 752 291**
Do not hesitate to call if you or someone nearby requires medical help.
- **The Reception of the Arts Centre** of Palacký University Olomouc (Konvikt); Phone: +420 585 633 100,
- **Integrated Emergency Services** (Police, Ambulance, Fire)
Dial **112** – the European emergency number (available in English).

Members of the organising team will be present at all congress venues and are ready to provide assistance and support whenever needed.

Hydration and Hot Weather Recommendations

Due to high summer temperatures, we strongly encourage all participants to **stay well hydrated**.

- **Drinking water** is available in all university buildings, including the **Arts Centre (Konvikt)**, where the congress takes place.
- You can **refill your bottle** at designated **refreshment points** (10 locations available throughout the day), or use **tap water** in rooms and restrooms.
- Please remember to **drink regularly** and make use of the **chill-out zones** for rest and relaxation. These are located **inside the building**, in the **courtyard**, and in the **gardens (parkán)**.

Wi-Fi & Internet

- **Free Wi-Fi** is available at all university venues:
Networks: *eduroam / UPGuest* – password: **wifiup2022**
- **At museums:** Public Wi-Fi is available, or please ask at the reception desk for access.

Coffee, Lunch & Evening Events — Included in your Congress Fee

- **Coffee breaks** and **light lunches** will be provided from **Monday to Thursday**.



- The **Gala Dinner on Thursday, 24 July** is also included.
- Vegetarian options are available for both lunch and the gala dinner.
(Your dietary preferences were collected via the registration form.)

Dress Code for the Gala Party – Our Recommendation

In response to several inquiries, we'd like to reassure you that **there is no formal dress code** for the gala evening. The event will take place outdoors in the gardens (parkán) of the Arts Centre – Konvikt, and with warm summer weather expected, we recommend comfortable, breathable, and relaxed attire that allows you to fully enjoy the evening. There's no need to bring formal gowns or suits – we welcome any outfit that feels festive in spirit, rather than strictly formal.

We look forward to sharing a joyful, relaxed, and memorable evening with you!

What is Not Included

Participants are responsible for arranging their own **dinners**, which can be enjoyed at the Konvikt Bistro or at one of the many restaurants and shops throughout the city.

On **Friday**, all meals are self-arranged.

If you're joining a bus trip or excursion, you are welcome to bring your own snacks, and there will also be opportunities to purchase food and refreshments on site.

Evening Music & Networking in the Garden

Each evening, you are invited to enjoy our cultural programme and relax in the garden (parkán) of the Arts Centre (Konvikt) – complete with live music and informal networking.

- Refreshments include a complimentary glass of beer.
- Each participant will receive a returnable, reusable cup — as part of our commitment to sustainability and waste reduction, please keep your cup for the entire duration of the evening (or congress).
- After you've enjoyed the free beer, you can purchase additional drinks at the Konvikt Bistro or nearby venues.

Full listings of evening events are available in the congress programme.

Museums – Free Entry for Participants

Thanks to our partnerships, congress participants enjoy free entry to:

- Olomouc Museum of Art (Museum of Modern Art, Archdiocesan Museum Olomouc)
- Regional Museum in Olomouc



- Fort Science (science centre)

Just present your congress badge at the entrance.

Evening events include open museums, concerts, and courtyard performances – details are included in the congress programme.

Registration Required for Select Programme Items

Please note that some parts of the programme require on-site registration due to limited capacity. These include:

- Workshops
- Virtual Reality experiences
- Baroque opera performances
- Friday bus trips and excursions

Registration will be available at the congress reception desk (Carolina Room).

All other programme items are open access and do not require prior registration.

We recommend registering early for limited-capacity activities to secure your place.

Thank you for your understanding and cooperation — we look forward to sharing this rich and inspiring programme with you!

Quick Orientation

- All congress venues are within walking distance.
- Nearest tram stop: *Náměstí Republiky*
- Use the Moje DPMO app for local tram and bus tickets.
- For all bus, train, and public transport connections throughout the Czech Republic, visit: idos.cz
- The local currency is CZK (Czech koruna) – most places accept card payments.

Frequently Asked: Are Lunches and the Gala Party Included?

Yes! For all registered participants, the following are included in your congress fee:

- Light lunches (Monday–Thursday)
- Gala dinner and evening programme
- Welcome drink
- Access to exhibitions, virtual reality experiences, and refreshments during the day (Monday–Thursday)



- Congress gift bag
- Full access to all academic and cultural sessions

What If I Want to Bring an Accompanying Person?

We offer a **passive participation option** for accompanying persons.

- **Fee:** 100 EUR / 2,500 CZK
(payable in advance – see instructions on the congress website – or on-site in **cash only**, in CZK or EUR)

This fee includes:

- Full access to all academic and cultural sessions
- A congress gift bag
- Coffee, drinks, and snacks throughout the day
- Light lunches (Monday–Thursday)
- Welcome drink on Monday
- Gala party on Thursday
- Access to VR experience and museum programmes
- Opportunity to join Friday excursions (*limited capacity; registration required*)

We're happy to welcome your guests as part of the congress community!

Can I Purchase Individual Items Instead?

Yes, in special cases we offer the following options:

- **Lunches + Snacks + Congress Gift Bag + Monday Welcome Drink**
50 EUR / 1,250 CZK
- **Gala Party Only (Thursday)**
50 EUR / 1,250 CZK

These options can be purchased at the registration desk.

Payment is on-site (in CZK or EUR, **cash only**).

Can Someone Just Come and Watch the Programme?

Yes – **non-registered visitors** may quietly observe **open academic sessions** and **public exhibitions**.

Please note:



- This does **not include access to the baroque opera, VR experiences, or Friday excursions.**
- Without a congress badge, visitors **will not receive lunch, snacks, or access to the gala party.**

We encourage full registration to enjoy the complete congress experience.

Last Reminders

- Don't forget to **bring your badge** with you every day.
- **Comfortable shoes are essential** – Olomouc is a beautiful city best explored on foot!
- All **keynote papers** will be **recorded or streamed** for virtual participants.

You can visit our website anytime for updates and details: inseaconference.com

Travel – nearest airport etc.

If landing to Prague, the trip to Olomouc is very straightforward, participants can take a train from Prague to Olomouc which takes about 2.5 hours and goes more than once every hour. There is a shuttle bus AE (Airport Express) that goes every 20-30 mins from Prague airport to Prague train station. When landing to Vienna, participants can take a direct train to Olomouc or a Student Agency bus that takes about 3-4 hours with changing in Brno.

All bus, train, and public transport connections can be found at idos.cz

How to get to / around Olomouc

Olomouc can be easily reached by train or by bus. You can find all the connections on idos.cz (all public transport in the Czech Republic) or on the website of [Czech Railways](#) or [RegioJet](#) or [Leo Express](#), where you can also buy train tickets and make reservations.

Getting around Olomouc is also easy: either on foot or by public transport (buses or trams; information can be found on the website of [Dopravní podnik města Olomouce](#)).

The venue of the congress — the Palacký University Art Centre / Umělecké centrum UP, Univerzitní 3, is in the heart of the city. The closest tram stop is Náměstí Republiky.

We highly recommend that you use mapy.cz, which is also available as a mobile app. Maps can be downloaded or they can be used online.



Metropol
Cinema

Arts Centre of the Palacký
University (Konvikt) –
Univerzitní 3, Olomouc

Mozarteum Hall – Archdiocesan
Museum Olomouc (Václavské náměstí
3, Olomouc)

Main Square

Main
Train Station