

30 May 2025

Practical Information

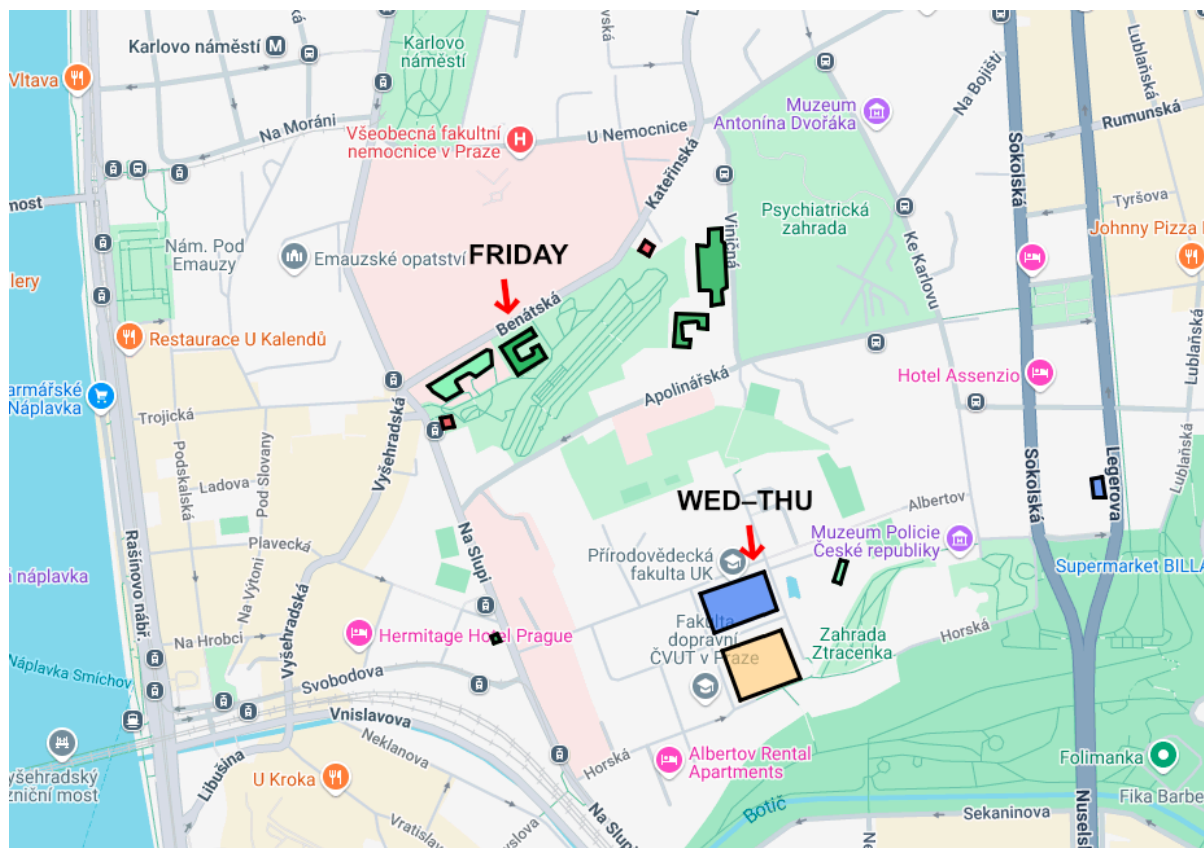
1. Venue

The meeting will be held at the Faculty of Science, Charles University (Přírodovědecká fakulta Univerzity Karlovy), at Albertov 6, Praha 2.

<https://www.natur.cuni.cz/eng>

It is the main building of the faculty, surrounded by the university campus. The meeting will start at the main auditorium—the large geology auditorium (Velká geologická posluchárna)—on the 1st floor. Registration will be organized in the corridors in front of the auditorium.

On Friday, 4 July, the venue will be located in another building of the Department of Botany, in the Botanical Garden. The address is Benátská 2, Praha 2.



Transport access to the venue

The venue can be reached easily by public transport. It is in the vicinity of the tram stop ALBERTOV, operated by tram lines 7, 14, 18, 24. To reach the site from the airport, take trolleybus no 59 to its terminus NÁDRAŽÍ VELESLAVÍN, there change to metro line A until the station MŮSTEK, and then change to trams 14 or 24. Buy the 90-minute ticket at the airport vending machines for 40 CZK (this is a transfer ticket valid on all lines). The journey should take around 45 minutes. To reach the site from Prague Main Station, take metro line C to I.P.PAVLOVA, then walk (it should take max 20 mins). You can also download the app LÍTAČKA (<https://app.pidlitacka.cz/>) to your mobile phone to purchase tickets and find your connection. Google Maps navigation also works very well with the Prague public transport.

The official map of the meeting can be found here <https://mapy.com/s/kuludekofu>. You may want to download the app Mapy.cz to your mobile phone on Google Play or Apple Store. Within the app you can download maps of the city as well as outdoor trail maps for the Saturday field trip.

2. Reimbursement rules

Please read carefully the document on Travel Reimbursement Rules
https://www.cost.eu/uploads/2025/04/Travel_Reimbursement_Rules_2025.pdf

To be eligible for reimbursement, you must sign the official attendance list each day of the meeting.

3. Program

Will be continuously updated on the webpage:
https://palaeopen.github.io/events/prague_2025.html#schedule

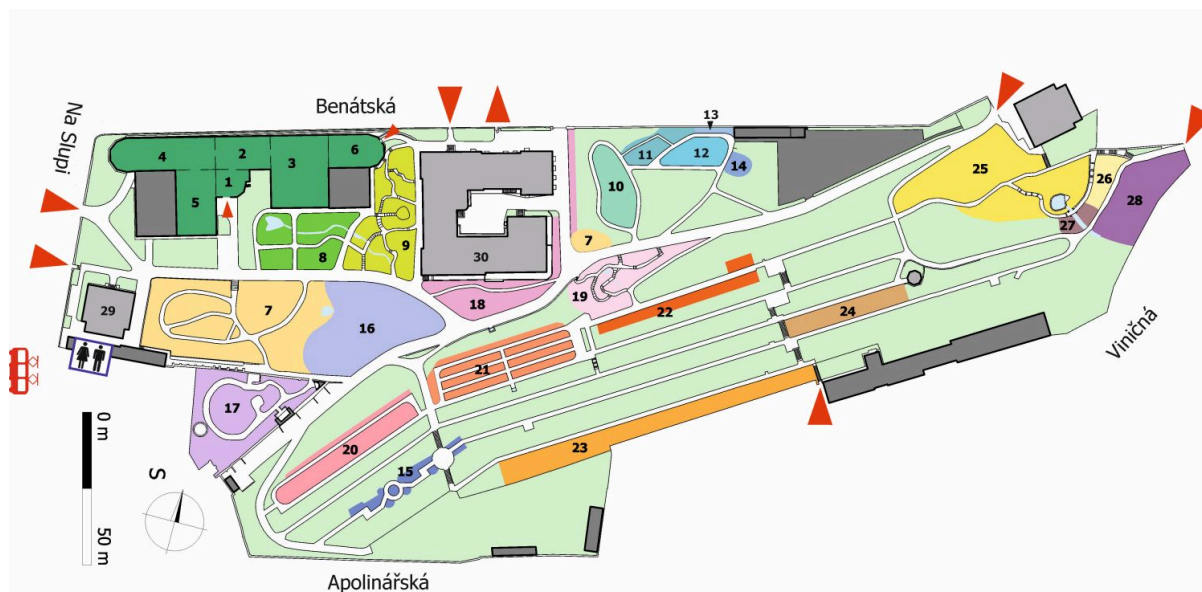
Posters

Posters will be displayed in the corridors on the 1st floor of the venue building. There will be panels that can hold A0-sized posters in portrait orientation. Each participant will have the opportunity to present their poster to the whole audience in a flash 1 minute presentation. We will ask participants to prepare a single slide to do this lightning talk. After that, there will be a poster session where presenters can stand near their posters and attendants can ask questions.

Icebreaker in the Botanical Garden

The ice-breaker will take place in the evening on Wednesday, July 2, from 18:00 in the Botanical Garden of Charles University. The garden's address is Na Slupi 16, Praha 2, but there are multiple entrances (see map below) and also one exit after the opening

hours (two inverse triangles on top). The party will be held in section no. 17 (called refugium). Drinks and snacks will be provided.



Coffee breaks

Coffee, tea, and snacks will be provided near the posters each day during the breaks. Various dietary options will also be accommodated.

4. Saturday, July 5, optional field trip

- Destination: **National Park Bohemian Switzerland**
- Departure time and meeting point
8:00 Outside the Main venue (Albertov 6, Praha 2)
- Return to Prague ca. 19:00

5. Accommodation

Accommodation must be organized individually. There is no official hotel; check [booking.com](https://www.booking.com) or similar platforms for room availability.

6. Climate

At the start of July, Prague typically experiences warm and pleasant summer weather. Average daytime temperatures generally range from 20°C to 26°C (68°F to 79°F), with mild to warm evenings. The weather pattern often includes a mix of sunny and partly cloudy days, and there is a moderate chance of rain showers or occasional thunderstorms. This period is known for comfortable conditions, making it favorable for outdoor activities, though brief summer storms can occur.

7. Transportation

Arriving by plane

Václav Havel Airport is 15 km from the city center and is served by many international airlines. To get to the center, take public transport. The ticket costs 40 CZK (1.6 €). City trolleybus No. 59 will take you from the airport to the Veleslavín metro terminal. If you want to use a taxi, we recommend pre-ordered services like UBER or BOLT, which operate from both terminals.

Arriving by rail

Prague is easily reached by rail. If you arrive by train, you will find metro station (line C) at the Central Railway Station and at the Holešovice Railway Station. Prague has train connections with all neighbouring countries. There are also comfortable overnight trains <https://www.cd.cz/en/nase-vlaky/nocni-vlaky/-27543/>

Arriving by car

Please note that free parking is not available in the whole city. All street parking is denoted as residential zones and it is not possible to park on the university campus either. More information can be found here:

<https://parking.praha.eu/en/parking-options-in-prague/>

City transportation

City Transportation Prague has a comprehensive network consisting of three metro lines, trams, and buses. Single tickets or travel passes can be purchased at most newspaper stands or from the vending machines at metro stations and selected tram stops. <https://www.dpp.cz/en/fares/fare-pricelist>. The easiest way to get around is to use the app LÍTAČKA (<https://app.pidlitacka.cz/>) on your mobile phone to purchase tickets and find your connection.

8. Currency

Official currency is the Czech Crown (Kč). The present exchange rate is about 25 CZK per 1 Euro. Major credit cards are accepted in most shops, restaurants and hotels. You can buy Czech Crowns at banks and other authorized money exchange offices; however, we strongly suggest checking the **exchange rate** and especially **additional fees** that may apply (you can always withdraw from the transaction within three hours). NEVER CHANGE MONEY IN THE STREET. ATMs accept most bank and credit cards; some ATMs offer a conversion to your currency, we strongly advise you not to do so.

9. Visa Policy

Participants from most European countries and the USA can enter the Czech Republic without a visa. Other participants are advised to check requirements at their closest Czech embassy or consulate and make their arrangements. Detail information can be found on

https://www.mzv.cz/jnp/en/information_for_alien/short_stay_visa/list_of_states_whose_citizens_are/index.html

10. Electricity

The electricity supply is 220 V, 50 Hz. Electricity sockets Type E.

11. Inclusivity and code of conduct

- Everyone involved in our meeting is expected to show respect towards fellow attendees, staff, the organising committee and all others participating. This PaleOpen meeting in Prague will create an environment that recognizes the inherent worth of every person and group, that fosters dignity, understanding, and mutual respect, and that embraces diversity.
- The PaleOpen organising committee expects all interactions between attendees to be respectful and constructive, including interactions during sessions.
- Unacceptable behaviour will not be tolerated. Examples of unacceptable behaviour include, but are not limited to, bullying, intimidation, inappropriate or unwelcome sexual attention, continuous disruption of events or interference with participation or opportunity for participation of other people.

We require attendees to follow this code in all interactions regarding the meetings and social events.

If you experience problems or trouble, or need to speak with someone, please contact a member of the COST Action Steering Committee or local organizers.