

14th June 2010

Software Engineering Programme

Joining Instructions: Design for Security, DES
12th – 16th July 2010

Dear Student

We are looking forward to welcoming you to Oxford for the above course, and would request your close attention to the following details:

1. Location of Course

The course will be given in the **new Software Engineering Teaching facility, Oxford University Computing Laboratory (OUCL), Wolfson Building, Parks Road, Oxford, OX1 3QD**. The location of which is shown on <http://www.softeng.ox.ac.uk/resources/travel.html>. Please ensure that you arrive on time for registration, preferably between 8.30am and 8.45am.

2. Class Times

The course starts promptly at **9.00am on Monday, 12th July 2010**. Start and finish times for subsequent days will be given to you on the first day, but will normally be 9.00am to 5.00pm. The course is expected to finish at lunchtime on **Friday, 16th July 2010**.

3. Travel and Parking

Car parking is both restricted and expensive in the centre of Oxford and so, for those commuting daily, public transport or the edge-of-city park-and-ride car parks are recommended. For those staying in Oxford public transport is again recommended, as there is limited secure overnight parking. A sheet detailing car-parking facilities is attached.

4. Refreshments & Lunches

Lunches and tea/coffee are provided at no extra charge. A self-service facility for morning and afternoon tea/coffee will be available. In addition lunch will be provided in the Dining Room at Rewley House.

5. Accommodation

Rewley House Residential Centre may already be fully booked for this week, unless you have already reserved accommodation.

6. Evening Meals

Evening meals are not included in the course fee. However, there are plenty of very good eating-places in Oxford to suit most tastes. A list of restaurants can be obtained from the Programme Administrator.

7. Social Events

It is hoped to arrange a social event on the Thursday evening, depending upon the interests of the participants.

8. Post-course Assignment

For those of you who are taking the assignment, either as part of the MSc or to use as an exemption later, this will be issued on the final day of the course. There is a fixed six-week deadline for receipt of completed assignments, which will be **Tuesday, 31st August 2010**.

9. Invoices

Invoices for course fees will have already been sent to you/your company, and **should be settled prior to attendance**.

10. Emergency Contact

Admin Office (01865 283525) will act as a contact point for any emergencies during the course.

11. Queries

If you have any queries, or if you have any special requirements (including any mobility difficulties) please contact: jackie.jordan@comlab.ox.ac.uk.

12. Useful Web Sites

www.ox.ac.uk/visitors www.oxford.gov.uk www.oxfordcity.co.uk

www.oxfordbus.co.uk/ParkRide.html

<http://www.universityrooms.co.uk/>

On behalf of the Software Engineering Programme team, I would like to wish you an enjoyable and rewarding week in Oxford.



Jackie Jordan
Programme Manager