

Practical Information

Q: Is there a space available where I can work on my laptop away from the event?

A: Yes, we have a designated quiet area called the Co-Working Space, where you can focus and work without distractions.

Q: What type of power sockets are used in Prague?

A: In Prague, we use Type E power sockets with 230V/50Hz. If your plugs are different, you may need an adapter.

Q: How should I book working hours in ConAktiv?

A: It's best to consult with your manager for guidance.

Q: Who can we contact on-site if we have questions or need assistance?

A: The is available to assist you. They will be introduced at the event and can be easily identified by their turquoise scarves.

Q: Where can I find the detailed schedule for the two-day event?

A: The event schedule is available , in the brochure sent via the official email, and will also be provided at the venue.

Locations

Q: What is the address of the hotel?

A: The hotel is located at Evropská 15, 160 41 Praha 6, [Vienna House by Wyndham Diplomat Prague](#).

Q: What is the address of the restaurant?

A: The restaurant is located at Masarykovo nábřeží 250/1, 110 00 Praha 1, [Mánes Art Restaurant](#).

Q: What is the address of the Siemens office in Prague?

A: Prague is located at Siemensova 1, Siemensova 2715, Stodůlky, 155 00 Praha 13.

Travel to Prague

Q: How do I travel to Prague?

A: If you're traveling by company bus, please ensure you have signed up for a pick-up spot and are aware of the departure times and locations. You can find the exact details in this.

If you're traveling on your own, coordinate with your manager (if applicable) and follow the official Siemens travel guidelines.

If traveling by car, please note that you may need to pay a toll depending on your route. More information can be found here: <https://portal.gov.cz/en/sluzby-vs/motorway-vignettes-electronic-vignettes-S5400>.

Q: How do I get from the main train station to the hotel?

A: At Prague Main Train Station (Praha hlavní Nádraží), go down to the metro and take Metro Line C (Red) towards Háje. Alight at Muzeum (next stop), then transfer to Metro Line A (Green) towards Nemocnice Motol. Travel for 3 stops and get off at Dejvická. From there, it's a 7-minute walk to the hotel at Evropská 15.

Alternatively, you can take Tram #26 from the stop located 250 meters to the right of the station entrance. Both the metro and tram options take around 26 minutes.

Q: How do I get from the airport to the hotel?

A: At Prague Airport (Václav Havel Airport), take Trolleybus 59 towards Nádraží Veleslavín. After 7 stops, alight at Nádraží Veleslavín and transfer to Metro Line A (Green) towards Nemocnice Motol. Travel for 3 stops, get off at Dejvická, and walk 7 minutes to the hotel at Evropská 15.

Hotel

Q: What are the check-in/check-out times at the hotel?

A: Check-in is available 24/7, ideally before 2 p.m. before the event starts. Check-out should ideally be done before breakfast to be ready for the first agenda item at 09:00 (queues expected, so plan accordingly). The latest check-out time is 12:00 p.m.

If you plan to stay longer in Prague, please ensure you have a separate booking for those additional nights. If you have a subsequent reservation at the same hotel, please inform the reception during check-in. In most cases, you may be able to keep the same room.

Q: Is breakfast included at the hotel?

A: Yes, breakfast is included and will be served in the Loreta room (refer to the brochure) from 6:30 a.m. to 9:30 a.m.

Czech colleagues who are not staying at the hotel are also welcome to join for breakfast.

Q: What amenities are available at the hotel?

A: Yes, you can access the gym for free by showing your Siemens badge at the entrance.

Gym hours are:

- Monday – Friday: 06:00 – 22:00
- Saturday – Sunday: 08:00 – 22:00

Q: How do I find the annual meeting venue in the hotel?

A: The annual meeting venue is easy to find! Just follow the signs to the conference area, and refer to the brochure for detailed directions.

Q: Can I store my luggage at the hotel?

A: Yes, there will be a designated "Luggage Room" next to the conference room where you can leave your bags. The room will also be available after check-out until the conference ends.

Q: Is parking available at the hotel?

A: Yes, parking is available at the hotel. Options include a garage for 800 CZK/day or an outdoor parking lot for 400 CZK/day. Payment is due during check-out unless otherwise specified.

Activities

Q: When and how will I find out which activity I'm assigned to?

A: You should have already received an email with your assigned activity and its corresponding branding logo. We've done our best to match your preferences based on your form selections. If you forget, don't worry—you'll receive a logo sticker as a reminder upon arrival at the hotel.

Q: What should I do if I'm not satisfied with my assigned activity? Can I switch?

A: If you're not happy with your assigned activity, please contact [Vojtech Zabloudil](#) from our organizing team to see if a change is possible. Even if you're not paired with your usual working buddy, this is a great chance to meet new and interesting people!

Q: When and where do the activities take place?

A: After the coffee break, there is a 2.5-hour time slot for these activities before we head to the restaurant. Here are the activity locations:

- **Historic and Scenic Views:** Charles Bridge Museum in the city center and a cruise on the Moldau River
- **Tech and Innovation:** Technical Museum in Holešovice
- **Exploring Prague's Secrets:** Various locations around Prague
- **Beer Culture Tour:** Pilsner Urquell in the city center
- **Cozy Connections:** Inside our hotel

Q: What if it rains or the weather is bad? Will the Exploring Prague's Secrets - walking tour still take place?

A: The walking tour will still happen, even in chilly weather—so be sure to dress warmly! This is the experience you voted for, and we want you to enjoy exploring Prague. However, if the weather becomes severely bad, we'll organize an alternative activity.

Q: How will transportation be arranged from the hotel to the activity location and then to the restaurant? Is there a bus?

A: There is no organized bus. You will travel like a local using the metro and trams, guided by our activity leads.

Q: Who can I contact for more information about the activities?

A: [Vojtech Zabloudil](#) is your main point of contact for all activity-related inquiries.

Local Transportation

Q: What public transportation options are available in Prague?

A: Prague offers trams, buses, and metro services that run throughout the day and night. Tickets can be purchased directly on trams and buses, while for the metro, tickets must be bought before entering the station. All tickets are valid across all modes of transport within the specified time frame, including night services.

Q: Can I use ride-sharing apps like Uber or Bolt in Prague?

A: Yes, ride-sharing apps like Uber and Bolt are available in Prague. A ride from the airport to the hotel takes about 15-20 minutes and costs between 200 to 400 CZK (approximately 8 to 15 EUR), depending on traffic. If you're traveling from the main train station, the journey is around 10-15 minutes with a similar fare range.

Evening Event

Q: What type of clothing is appropriate for the evening event?

A: Business casual attire is recommended. Feel comfortable and relaxed while still looking great.

Q: How do I get to the restaurant?

A: Your activity lead will guide you to the restaurant after the activities. If you'd prefer to stop by the hotel before heading to the restaurant, you can either take public transport or order a taxi from the hotel.

Q: Are there shuttle services available?

A: Yes, there will be shuttle services available in the evening to take you from the restaurant to the hotel.