

Eighteenth International Conference on  
Knowledge, Culture, and Change in Organizations

15–16 March 2018

University of Konstanz  
Konstanz, Germany

Delegate Pack



# Organization Studies

Dear Delegate,

Thank you for participating in the Eighteenth International Conference on Knowledge, Culture, and Change in Organizations. We are pleased you will be joining us in Konstanz, Germany at the University of Konstanz and hope you are looking forward to coming together with colleagues and members of the Organization Studies Research Network.

In preparation for the conference, we have put together some information that we hope will prove useful to you as you begin to prepare for the conference and your arrival in Konstanz. In this document, you will find a variety of information on subjects: transportation, hotel and travel, activities and extras, conference registration, equipment, and session types.

This packet is a starting point for your preparations. We realize you may have some additional questions after reviewing the material here. For any questions that remain, please contact the conference secretariat at [support@organization-studies.com](mailto:support@organization-studies.com).

We hope your planning goes well, and we look forward to seeing you in Konstanz, Germany!

Best wishes,

Sara Hoke  
Conference Producer  
Eighteenth International Conference on Knowledge, Culture, and Change in Organizations



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# Arrival in Konstanz

## Arrival by Air: Bodensee Airport Friedrichshafen (FDH)

Friedrichshafen Airport is a minor international airport and is the closest airport to Konstanz, Germany. For more information on airport services, facilities, and maps, visit: <http://www.bodensee-airport.eu/en/>

## How to Get to the University of Konstanz from Bodensee Airport Friedrichshafen

**By bus:** From Bodensee Airport Friedrichshafen, take the 006 bus. The ride is just over 1 hour long. View timetables here: <http://www.polskibus.com/en/timetables.htm>

**By ferry:** Friedrichshafen Airport is located across Lake Constance from Bodensee Airport Friedrichshafen. The ferry ride is just under 2 hours long. Tickets can be purchased from the ticket machines at the dock. Upon arrival at the harbor, take bus line 1 to the "Sternenplatz" bus stop and then transfer to bus line 9A, 9B, or 9C. View ferry timetables and get additional information here: <http://www.bsb.de/en/constance-lake-ferry.html>

**By train:** Opposite the terminal is the station Friedrichshafen Flughafen. The train to Konstanz from Bodensee Airport Friedrichshafen involves a transfer at "Radolfzell." Including the transfer, the journey takes about 2 hours. Upon arrival in Konstanz, buses 9A and 9B will take you from the front of the train station to the main entrance of the university.

**By car:** The University of Konstanz is about a 1-hour drive from Bodensee Airport Friedrichshafen. The destination address is: Universitaetsstrasse 10 78467 Konstanz Germany. Parking at the university is available for €1.30 per day.

## Arrival by Air: Zürich Airport (ZRH)

Also known as Kloten Airport, Zürich Airport is the largest international airport in Switzerland and is located just outside downtown Zürich. It is also the closest major international airport to Konstanz, Germany, making it convenient for delegates traveling internationally.

For more information on airport services, facilities, and maps, visit: <https://www.zurich-airport.com/>

## How to Get to the University of Konstanz from Zürich Airport

**By train:** There are many trains traveling each day from Zürich Airport (Zürich Flughafen) to the main train station, Hauptbahnhof Konstanz, in Konstanz, Germany. The average journey is about 1.5 hours, though faster direct routes are available. Ticket prices start at about €27 and can be booked several months in advance. You can book tickets online [here](#). Upon arrival in Konstanz, buses 9A and 9B will take you from the front of the train station to the main entrance of the university.

**By car:** The University of Konstanz is about a 1-hour drive from Zürich Airport. The destination address is: Universitaetsstrasse 10 78467 Konstanz Germany. Parking at the university is available for €1.30 per day.

## Arrival by Air: Stuttgart Airport (STR)

Another airport that is close to the University of Konstanz is Stuttgart Airport. For more information on airport services, facilities, and maps, visit: <http://www.stuttgart-airport.com/?cl=en>

## How to Get to the University of Konstanz from Stuttgart Airport

**By train:** The train from Stuttgart Airport to Konstanz is about a 2.5-hour ride. Upon arrival in Konstanz, buses 9A and 9B will take you from the front of the train station to the main entrance of the university.

**By bus:** The University of Konstanz is about a 2.5-hour bus ride from Stuttgart Airport. The bus terminal includes two ticket offices. Tickets can also be purchased online from the various bus companies or through third-parties.

**By car:** The University of Konstanz is about a 2-hour drive from Stuttgart Airport. The destination address is: Universitaetsstrasse 10 78467 Konstanz Germany. Parking at the university is available for €1.30 per day.

## Public Transportation in Konstanz

**Bus:** The city of Konstanz has an excellent bus system. To reach the University of Konstanz, use bus lines 9A, 9B, or 11t. Plan your route or view timetables here: <https://www.stadtwerke-konstanz.de/en/bus/>

**Taxi:** There are a number of taxi companies that operate in Konstanz. The best way to get a taxi is by calling them ahead of time to arrange a pick-up. Most hotels, bars, and restaurants will make this call for customers. Several companies with their phone numbers are listed below:

Taxi Dornheim	+49 (0) 7531-67777
Taxi Haberbosch	+49 (0) 7531-44800
Taxi Albiez	+49 (0) 7533-933339
Radolfzell: Taxi Rado	+49 (0) 7732-8238080
Kreuzlingen: Taxi-Zentrale	+41 (0) 71-6727272
Taxi Müller	+41 (0) 7531-65300

# Venue and Conference Information

## Conference Venue

University of Konstanz

**Address:**

University of Konstanz  
Universitätsstraße 10  
78464 Konstanz  
Germany  
TEL: +49 7531 88-0

[Google map](#)



## Registration Desk Hours and Location

The conference will take place from 15–16 March 2018. The conference registration desk will be located on the 6<sup>th</sup> floor of Building A. As the university is built into a hill, the main entrance of the university enters onto the 5<sup>th</sup> floor of Building A. Registration will begin at 08:00 (8:00 AM) on the first day of the conference, 15 March, and at 08:15 (8:15 AM) on the second day. The registration desk will be open throughout the hours of the conference.

The conference will be held in Buildings A, D, F, and G. There will be signs and guides to help delegates find their way to session rooms.

Any questions that arise at the conference should be directed to the staff at the conference registration desk. This includes questions regarding presentation equipment, your particular presentation, signing up for tours, and questions about submitting your article to the journal.

## Session Types

For a complete description of session types please visit our [website](#).

- **Plenary Sessions:** Plenary speakers, chosen from among the world's leading thinkers, offer formal presentations on topics of broad interest to the community and conference delegation. One or more speakers are scheduled into a plenary session, most often the first session of the day. As a general rule, there are no questions or discussion during these sessions. Instead, plenary speakers answer questions and participate in informal, extended discussions during their Garden Conversation.
- **Garden Conversation:** Garden Conversations are informal, unstructured sessions that allow delegates a chance to meet plenary speakers and talk with them at length about the issues arising from their presentation. When the venue and weather allow, we try to arrange for a circle of chairs to be placed outdoors.
- **Talking Circles:** Held on the first day of the conference, Talking Circles offer an early opportunity to meet other delegates with similar interests and concerns. Delegates self-select into groups based on broad thematic areas and then engage in extended discussion about the issues and concerns they feel are of utmost importance to that segment of the community. Questions like "Who are we?", "What is our common ground?", "What are the current challenges facing society in this area?", "What challenges do we face in constructing knowledge and effecting meaningful change in this area?" may guide the conversation. When possible, a second Talking Circle is held on the final day of the conference, for the original group to reconvene and discuss changes in their perspectives and understandings as a result of the conference experience. Reports from the Talking Circles provide a framework for the delegates' final discussions during the Closing Session.
- **Themed Paper Presentations:** Paper presentations are grouped by general themes or topics into sessions comprised of three or four presentations followed by group discussion. Each presenter in the session makes a formal twenty-minute presentation of their work; Q&A and group discussion follow after all have presented. Session Chairs introduce the speakers, keep time on the presentations, and facilitate the discussion. Each presenter's formal, written paper will be available to participants if accepted to the journal.

- **Colloquium:** Colloquium sessions are organized by a group of colleagues who wish to present various dimensions of a project or perspectives on an issue. Four or five short formal presentations are followed by commentary and/or group discussion. A single article or multiple articles may be submitted to the journal based on the content of a colloquium session.
- **Focused Discussion:** For work that is best discussed or debated, rather than reported on through a formal presentation, these sessions provide a forum for an extended “roundtable” conversation between an author and a small group of interested colleagues. Several such discussions occur simultaneously in a specified area, with each author’s table designated by a number corresponding to the title and topic listed in the program schedule. Summaries of the author’s key ideas, or points of discussion, are used to stimulate and guide the discourse. A single article, based on the scholarly work and informed by the focused discussion as appropriate, may be submitted to the journal.
- **Workshop/Interactive Session:** Workshop sessions involve extensive interaction between presenters and participants around an idea or hands-on experience of a practice. These sessions may also take the form of a crafted panel, staged conversation, dialogue or debate – all involving substantial interaction with the audience. A single article (jointly authored, if appropriate) may be submitted to the journal based on a workshop session.
- **Poster Sessions:** Poster sessions present preliminary results of works in progress or projects that lend themselves to visual displays and representations. These sessions allow for engagement in informal discussions about the work with interested delegates throughout.
- **Innovation Showcase:** Researchers and innovators present products or research and development. All presentations should be grounded in presenters research experience. Promotional conversations are permissible; however, products or services may not be sold at the conference venue.
- **Virtual Lightning Talk:** Lightning talks are 5-minute “flash” video presentations. Authors present summaries or overviews of their work, describing the essential features (related to purpose, procedures, outcomes, or product). Like Paper Presentations, Lightning Talks are grouped according to topic or perspective into themed sessions. Authors are welcome to submit traditional “lecture style” videos or videos that use visual supports like PowerPoint. Final videos must be submitted at least one month prior to the conference start date. After the conference, videos are then presented on the community YouTube channel. Full papers can based in the virtual poster can also be submitted for consideration in the journal.
- **Virtual Poster:** This format is ideal for presenting preliminary results of work in progress or for projects that lend themselves to visual displays and representations. Each poster should include a brief abstract of the purpose and procedures of the work. After acceptance, presenters are provided with a template, and Virtual Posters are submitted as a PDF or in PowerPoint. Final posters must be submitted at least one month prior to the conference start date. Full papers can based in the virtual poster can also be submitted for consideration in the journal.

## Presentation Equipment

All session rooms in the University of Konstanz will be fully equipped with computers, screens, and data projectors. **Delegates are asked to bring a USB memory stick with their pre-loaded presentation.** As a backup, we also suggest you email yourself a copy of the final presentation.

A complete list of presentation guidelines, suggestions for presentation, and equipment information can be found here: <http://cgnetworks.org/support/conference-presentation-guidelines>

## Program

You will receive a program booklet at the conference with the final schedule for the plenary and parallel sessions.

**Late additions and cancellations will be posted near the registration desk and updated daily.**

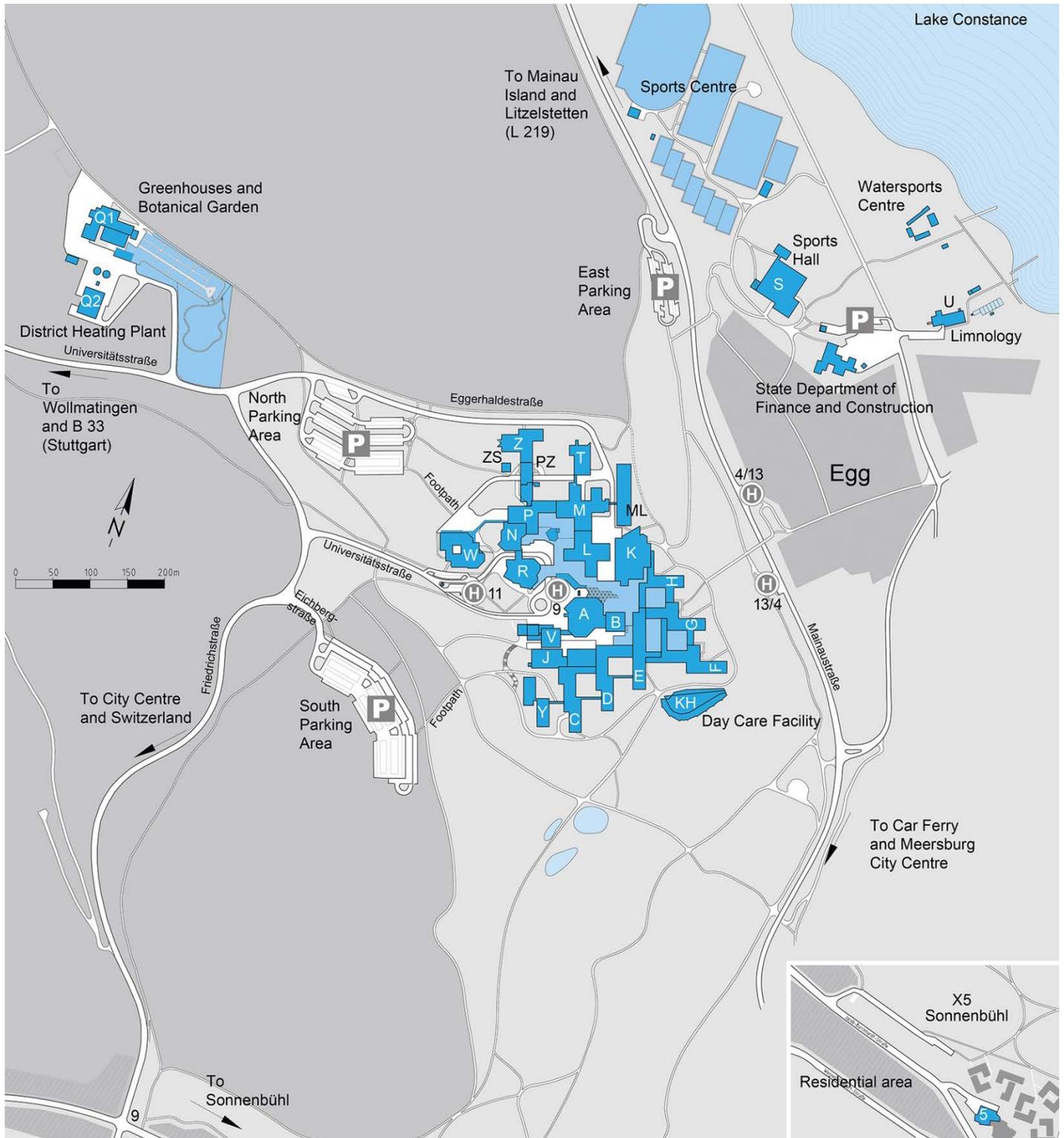
## Internet Access

WiFi will be provided onsite, throughout the University of Konstanz, to all conference delegates. Please see the conference registration desk for login information.

# Venue Maps

## University of Konstanz Campus

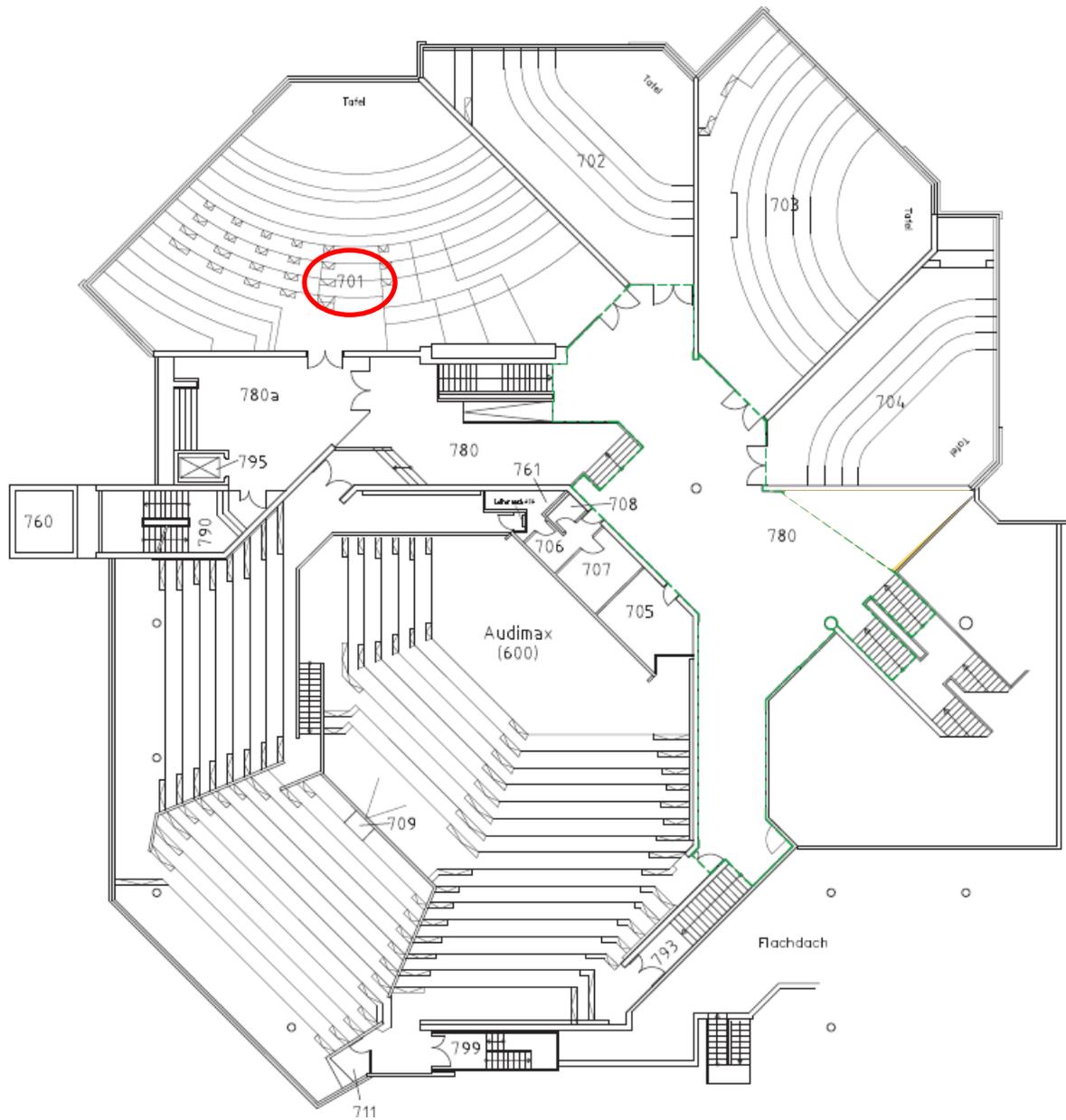
A map of the University of Konstanz campus is below. The main entrance is in Building A. Sessions will be held in buildings A, D, F, and G.



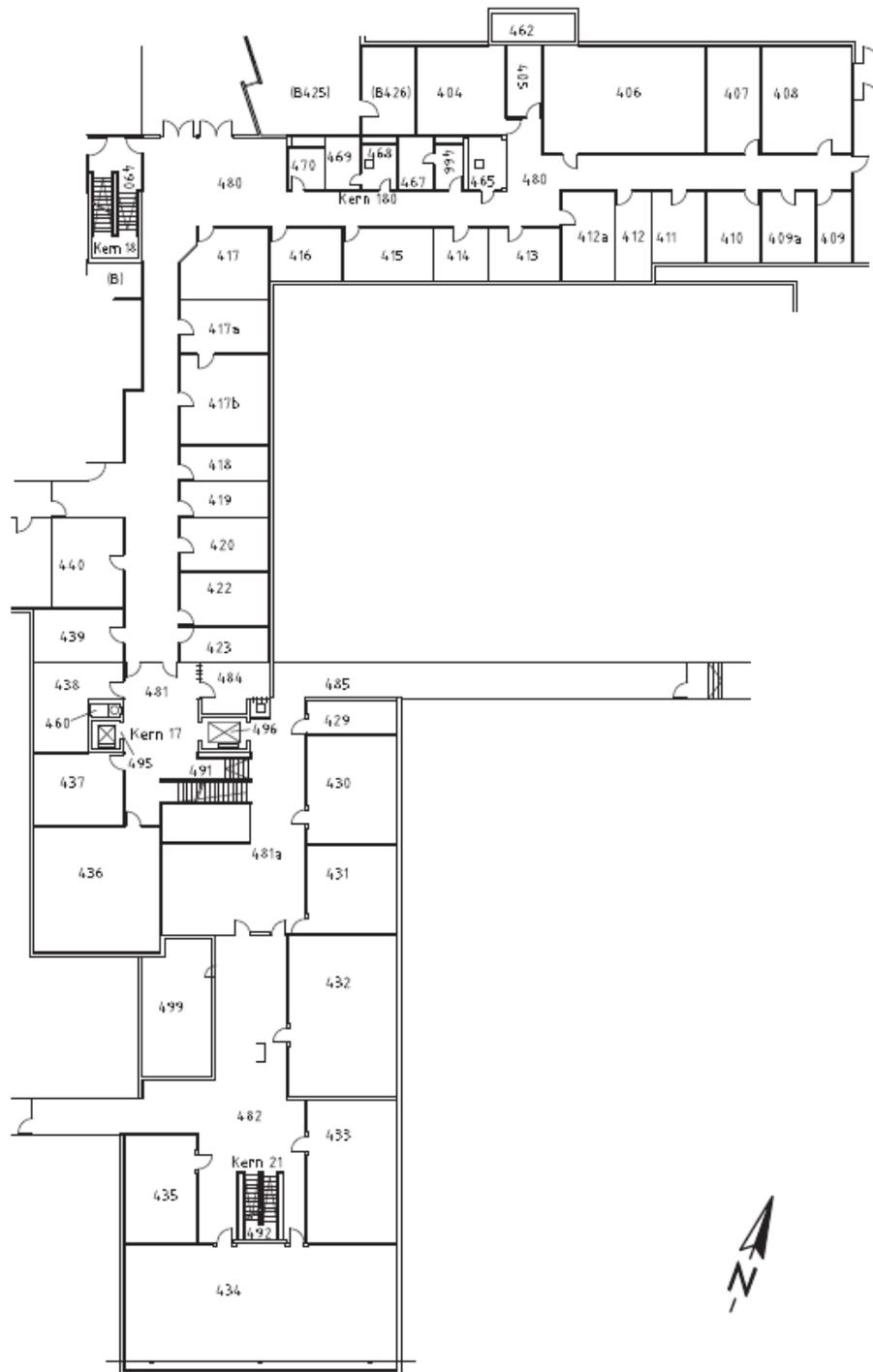


**Building A**

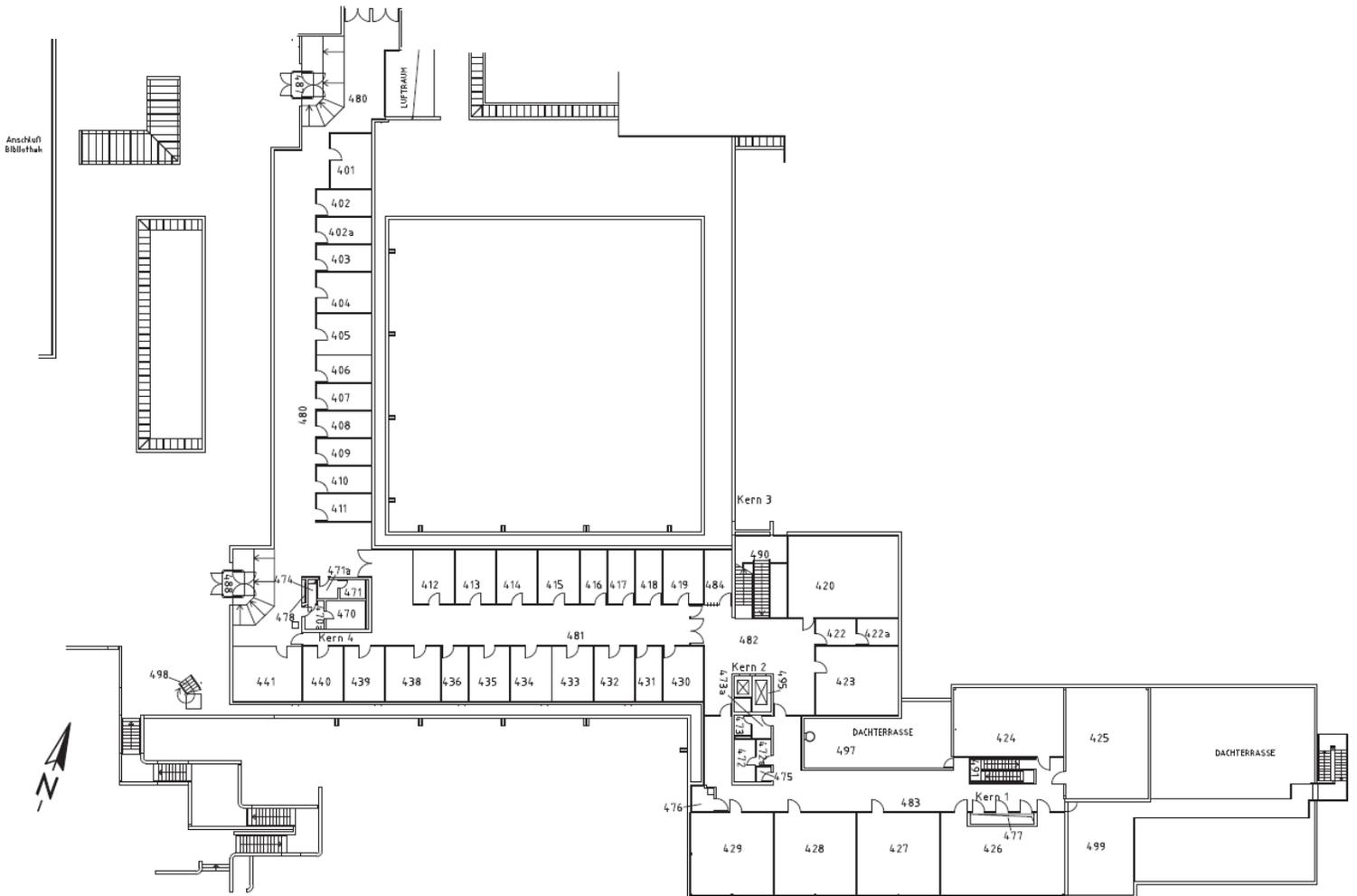
A map of Building A, level A-07 can be found below. On this floor you will find the Plenary Room (A-701).



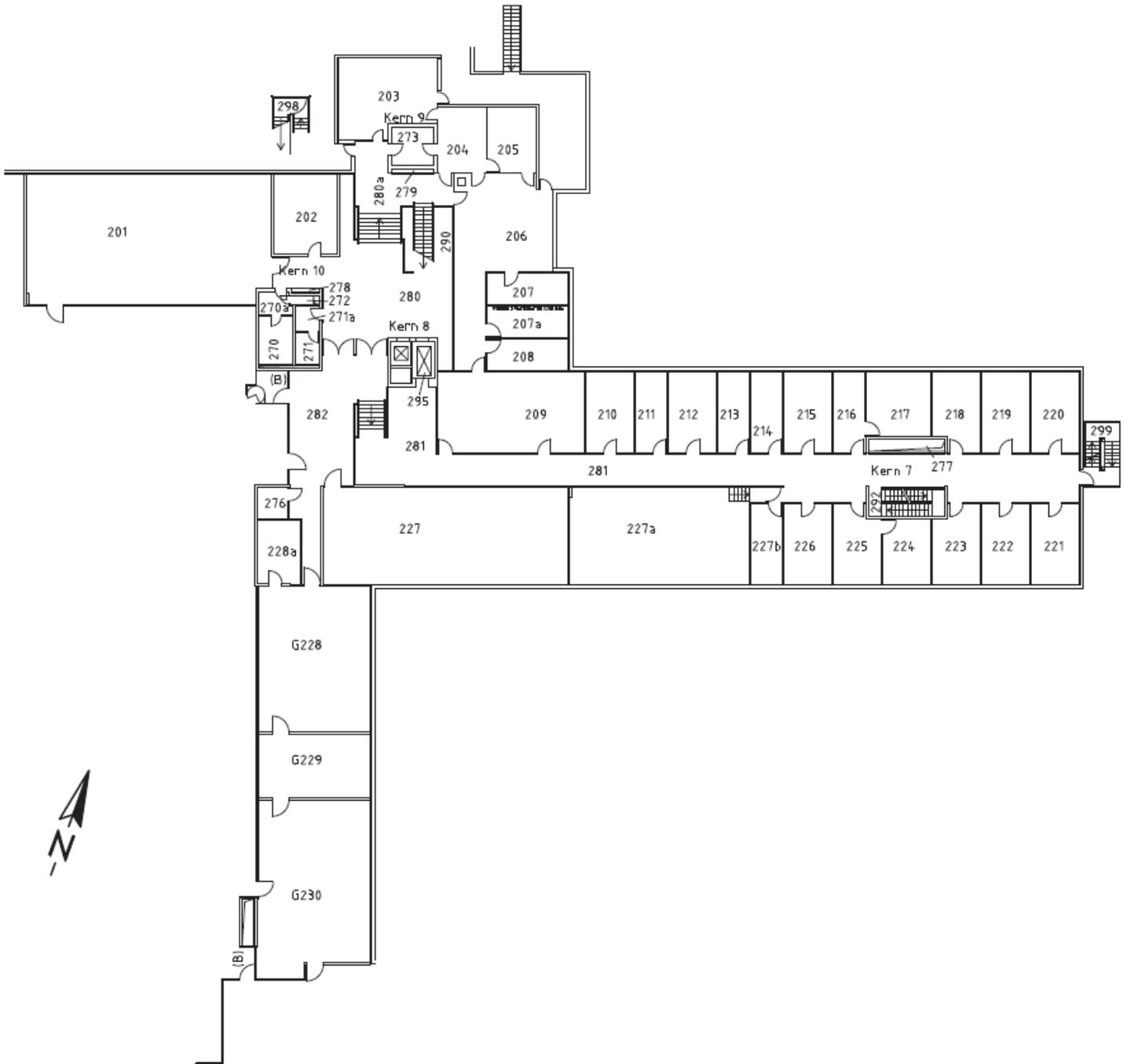
Building D



# Building F



Building G



## Activities and Extras

### **Pre-Conference Tour: Walking Tour of Konstanz**

**Wednesday, 14 March 2018, 15:00-17:00 (3-5 PM)**

Join other conference delegates and plenary speakers the day before the conference for a 2-hour walking tour of the historic Konstanz city center. Explore the complexity of present and past times in Constance; from the Council of Constance and the handsome Imperia to the minster and St. Stephan church, through the Niederburg (the old town) with its quaint wine taverns.

Participants are to **meet at the Historic harbor clock**.

For more information or to make your booking, please visit: <http://organization-studies.com/2018-conference/special-events#block-1>

### **Conference Welcome Reception**

**Thursday, 15 March 2018, directly following the last session of the day**

Common Ground Research Networks and the Organization Studies Conference will be hosting a welcome reception at the University of Konstanz. The reception will be held directly following the last parallel session of the first day, 15 March 2018. Join other conference delegates and plenary speakers for drinks, light hor d'oeuvres, and a chance to converse.

This event is complimentary to all conference delegates; there is no need to pre-register.

### **Conference Dinner: Konzil Konstanz**

**Thursday, 15 March 2018, 19:30 (7:30 PM)**

Join other conference delegates and the plenary speakers for a conference dinner at Konzil Konstanz.

The Council of Konstanz has a rich history dating to the 14th century. Built in 1388, the building was originally used as a granary and warehouse. From 1414 to 1418, the council building was the location of the largest council of the Middle Ages, the 16th Ecumenical Council for the election of Pope Martin V.

The council building was renovated with great care from 1968 to 1970 to ensure that the historical structure of the building remained intact, and this is precisely what makes the charm of the council building so special. Konzil Konstanz has always been a place of encounter, wellbeing, and culinary delights. It is a place of festivals, conversations, and social gatherings located right on the harbor of Konstanz.

Dinner will include an entrée choice of turkey, fish, or roasted pork. A vegetarian alternative will also be available—please select upon booking.

The restaurant is located at: Hafenstraße 2, 78462 Konstanz, Germany

For more information or to make your booking, please visit: <http://organization-studies.com/2018-conference/special-events#block-3>

### **Closing and Award Ceremony**

**Friday, 16 March 2018, directly following the last session of the day**

Come join the plenary speakers and your fellow delegates for the Eighteenth International Conference on Knowledge, Culture, and Change in Organizations' Closing and Award Ceremony, where there will be special recognition given to those who have helped at the conference as well as announcements for next year's conference. The ceremony will be held at the University of Konstanz directly following the last session of the day.

## Accommodation Information

### Gästehaus Centro

Our hotel is located in the heart of the old town of Konstanz and offers many excursion possibilities. The classic hotel standards such as bath/shower, cable TV, wireless LAN, and breakfast lounge will make your stay as pleasant as possible. The price includes a breakfast buffet.

**Address:**

Hotel Gästehaus Centro  
Bahnhofpl. 4  
78462 Konstanz

<https://gaestehauscentro.de/>

### Halm

99 comfortably-furnished rooms in various sizes and with various amenities await guests. All rooms are furnished with TV's, a phone, comfortable beds, a minibar, a desk, bathtub, shower, and hair dryer.

**Address:**

Hotel Halm Konstanz  
Bahnhofplatz 6  
78462 Konstanz

<http://www.hotel-halm.de/>

### Barbarossa

Our hotel is located in the heart of the old town of Konstanz and offers many excursion possibilities. The classic hotel standards such as bath/shower, cable TV, wireless LAN, and breakfast lounge will make your stay as pleasant as possible. The price includes a breakfast buffet.

**Address:**

Hotel Barbarossa  
Miehle Hotel und Gaststätten GmbH  
Obermarkt 8-12  
D - 78462 Konstanz

[http://www.hotelbarbarossa.de/konstanz/pages/intro\\_16.php](http://www.hotelbarbarossa.de/konstanz/pages/intro_16.php)

### Constantia

An exclusive hotel in the old town of Konstanz, the hotel offers its guests all the comforts of modern architecture with new and exceptionally designed rooms. All our comforts are provided by our generously designed single rooms, double rooms, and junior suites.

**Address:**

Hotel Constantia  
Kreuzlinger Str.13  
78462 Konstanz

<http://www.hotel-constantia.de/en/>

## **Graf Zeppelin**

The guest rooms, decorated in elegant purism with modern design elements, offer a homely ambiance. All rooms are equipped with shower, bath, WC, minibar, TV and telephone.

**Address:**

Hotel Graf Zeppelin  
St. Stephansplatz 15  
78462 Konstanz

<https://www.hotel-graf-zeppelin.de/en/>

## Travel Tips & Information

### ***Get to know the city you are going to visit before you leave home.***

Many resources are available to help navigate the different sights and cultures abroad, and help you to more easily find your way around. Remember, the conference organizers are visitors to this beautiful city, too, and although we do our best to assist our conference delegates, we may not be best qualified to offer directional or tourism information. For this, we encourage delegates to engage the many helpful resources of a hotel's concierge desk or reference trusted travel sites and guidebooks, such as [www.Frommers.com](http://www.Frommers.com), [www.Fodors.com](http://www.Fodors.com), or [www.TripAdvisor.com](http://www.TripAdvisor.com).

### ***Know where you're going and how to get there.***

Differences in languages can sometimes make getting around a foreign city challenging, even for the savvy traveler. It's helpful to have the addresses for both your hotel and the conference venue handy. Showing a taxi driver or ticket operator a written address is a helpful way to get you to your destination within the city when you arrive. If during your trip you will be on a schedule and need to get to places by a certain time (e.g. conference check-in, presentation times, tours, dinner reservations, etc.), it's recommended that you explore and "test drive" the route you'll be taking ahead of time so that you're aware of the time it will take to get there. Taking this step also helps you know exactly where you'll be heading without the worry of getting lost. Maps, along with utilization of your hotel's concierge desk, and a little research of the local transportation systems ahead of time will also make your trip more enjoyable and run more smoothly.

### ***Familiarize yourself with the transportation options available in your destination city.***

Knowing the best way to get around any city is key. For instance, in many larger cities, public transportation is the preferred and often times the most economical and quickest means of transportation. These robust public transportation systems means there are often metros, subways, busses, trollies and trains available to get you from one point to another seamlessly throughout a city, many times more economically and quicker than taxi or car hires.

### ***Use only certified and registered public transportation when abroad.***

If using taxis, avoid using taxis that are unmarked and have no identifying company emblems. It's always a good idea to call and order a taxi from a central dispatch office to ensure safe, professional service and pricing. If you need to hail a taxi on the street, be sure to look for a familiar taxi emblem from one of the major taxi companies in town and negotiate the fare before getting into the taxi to ensure a fair and agreed upon price.

### ***Make hotel reservations before you arrive at your destination.***

To ensure the availability of accommodations, make sure to confirm a reservation at the conference hotel or hotel of your choosing before leaving home. Often times, and also depending on the time of year and what events are going on in your destination city, hotels fill up well ahead of the conference date, and accommodations can be very difficult to secure upon arrival. Reserving accommodations well ahead of your arrival (2-4 months prior to trip is recommended) can avoid much stress and often times can result in more economical rates versus last-minute accommodations.

### ***Exchange money before you leave home.***

Whether you plan on exchanging the majority of your currency when you arrive at your destination or anticipate paying mostly with credit cards, it's always a good idea to exchange a small amount of money before you leave home to have on-hand in case you can't find an exchange desk/shop immediately upon arrival. Be sure to carry at least enough money for transportation to your hotel and a meal or two. When exchanging money abroad, be aware of service charges noted in small print and shop around for the best exchange rates.

### ***Be aware of the currency differences and familiarize yourself with the local currency.***

Having a working knowledge of the various denominations ahead of time will help you avoid common tourist pitfalls such as short-changing and over-charging.

***Place a travel advisory on your credit and debit card accounts.***

Because of all the security measures banks and credit card companies have in place today, many companies will freeze a credit or debit card account if they see unfamiliar or foreign charges come through. To avoid this inconvenience, call your bank or credit card company before you leave home and ask to place a “travel advisory” on the card(s). Provide your institution with the dates of travel and countries you will be visiting to avoid having your card service interrupted while abroad.

***Travel with a back-up credit card or travelers cheques for emergencies.***

When traveling abroad, it’s always smart to have more than one form of payment available in case your main form of payment is accidentally lost or not immediately available to you.

***Bring country/region appropriate power adapters and voltage converters.***

Standard electrical outlets and voltage amounts vary from country to country. Prior to leaving home, confirm the correct adapter type and voltage for the region and country you’ll be visiting so that you’ll be able to easily connect and use laptops, e-readers, cell phone chargers, electric shavers and hair dryers during your trip. Foreign adapters and converters can be purchased at most electronic stores and airport newsstands. Note that more powerful appliances, such as hair dryers, also require voltage converters to function properly overseas. Be sure to research and confirm what each of your devices will need in order to function safely and properly.

***Consider purchasing travel insurance.***

The savvy traveler is always prepared for the unforeseen and occasional emergency situation. Travel insurance is a smart way to make sure you’re covered in case a medical emergency arises. Contact your insurance provider to see if they have travel policies that cover you overseas. Some credit card companies also offer travel insurance that cover travelers in case they experience medical or dental emergencies while abroad.

***Bring any personal items and medications you will need during your time abroad.***

Although pharmacies and grocery stores are easily found in many major cities, be sure to bring personal items and necessary medications with you, especially if you require a specific brand or prescription that can’t easily be found or filled abroad.

***Familiarize yourself with your cell phone carrier’s roaming and international rates/charges prior to leaving home.***

Often times, using personal cell phones abroad can be very costly depending on your carrier’s roaming and international rates. Some companies have temporary international plans that can be purchased during your time abroad. Contact your cell phone carrier prior to your trip to inquire about the options available to you.