

What to Bring and Other Advice

- A. Bring all of the following course materials
 - 1. syllabus
 - 2. text
 - 3. handouts
 - 4. printouts from websites that you think will be useful for your briefings
 - 5. journal (either bound or looseleaf)

- B. Travel documents
 - 1. passport and copy of passport information (leave one copy at home and one copy on site; keep your passport with you)
 - 2. one other photo ID
 - 3. small (pocket) notebook to record important/useful information:
 - i. **please keep this with you at all times**
 - ii. **please write your name on the front or inside cover**
 - iii. **in front, please provide**
 - (1) **all relevant medical information**, including any ongoing health issues and all medications (name and dosage information)
 - (2) **emergency contact names and phone numbers**
 - iv. other useful information you may want to record includes
 - (1) customer service numbers for credit cards and bank (in case of loss/theft of credit and debit cards)
 - (2) prescription numbers and phone number of your pharmacy
 - (3) phone number of your physician's office
 - (4) records of purchases to use on custom declaration
 - (5) notes on site visits to use for journal entries
 - 4. if you take prescription drugs, check with your physician on the advisability of taking copies of your prescriptions with you in case you lose your meds

- C. Clothing
 - 1. Casual is fine – nothing on our itinerary (including the theatre) calls for dressy attire.
 - 2. Plan on layering. Average May temperatures in London range from upper 40's to lower 60's; Edinburgh is further north and may be a bit cooler.
 - 3. Bring an umbrella and some sort of rain coat, jacket, etc. of some kind. In London, May rainfall averages 1-2". Both rain and temperature are highly unpredictable. That will make us feel right at home!
 - 4. Comfortable walking shoes are a must!
 - 5. Pack enough clothes for a week. Our hotel will provide laundry services for a (hefty) fee; the folks there also confirm that there is a laundromat within a 5-minute walk from the hotel.

- D. Luggage strategies
 - 1. It's a good idea to plan on bringing two suitcases – a carry-on suitcase and a larger bag to check. Pack the carry-on with enough clothes to last a couple of

days (in case your checked luggage is lost or damaged) and all of your critical items (prescription drugs, spare glasses, etc.). The carry-on will also be useful for our short trip to Edinburgh; the hotel will check the rest of our luggage for us.

2. If you plan on doing lots of souvenir shopping, think about packing a lightweight duffel or gym bag – it doesn't take up much room empty, and can make things a lot easier when you're coming home.

E. Money Matters

1. Visit the Travel Britain website at <http://www.travelbritain.org/newhome/knowbefore/currency.htm> to get information about currency, credit cards, the value added tax, etc.
2. A good way to deal with money is to draw local currency from ATM's (it's more convenient than traveler's checks and the exchange rate and fees are usually as good or better, but check with your bank to be sure your card will work) and use credit cards for as many purchases as possible (this reduces the amount of cash you have to carry, but check with your credit card company about special fees they may charge for currency conversions).
3. You will be able to get cash at the airport; it's a good idea to have some on hand for miscellaneous items.

F. Miscellaneous

1. Electricity: Britain uses 240V AC and electrical outlets are configured differently from ours. If you plan on using your own electronic devices in our hotels you will need to get a transformer and/or adapter (don't ask me what the difference is). These are easy to find and inexpensive – check Radio Shack, Target, etc. Note that the hotel rooms have hair driers.
2. Customs:
 - i. Visit the US Customs site at <http://www.customs.ustreas.gov/travel/brief.htm> for an overview of important information on bringing items back into the US, duty charges, etc. The US Customs brochure "Know Before You Go" (<http://www.customs.ustreas.gov/travel/know.htm#fmpata>) has more detailed information.
 - ii. If you want to register an article (laptop, camera, etc.) before you leave the US, you can do so at the Customs House, 101 E. Main (next to the World Trade Center), in Norfolk (533-4210). To be registered, an article must have a unique serial number affixed to it; you need the item itself, but no additional paperwork. The office is open from 8:00 a.m. to 5:00 p.m. and closed from 12-1 for lunch.
3. Phoning home: Making international calls from the hotel will be expensive, so plan on doing so sparingly. Many pre-paid phone cards can be used for international calls, but note that you will not necessarily get the same number of minutes as you would for domestic calls (details are usually included on the back of the card). Check with your cell phone/wireless service provider to see if your cell phone will work and what the rates will be; that may be the most convenient and least expensive option.

4. Tour guides and other general information
 - i. A good general on-line source of information for travel to the UK is <http://www.smoothhound.co.uk/tourism/advicehome.html>. It also includes sightseeing information for London. The on-line itinerary has links to sightseeing guides for Edinburgh.
 - ii. You may also wish to buy an inexpensive print guide to help you decide what to do in your spare time. A city map of London may also be helpful.
5. Hotel comfort: a few items that may make the stay (and staying with a roommate) a bit easier:
 - i. eye pillow or eye mask
 - ii. foam or rubber ear plugs
 - iii. CD player/music
 - iv. favorite snack or comfort food