



## 9th Winter School in Methods & Techniques

14 – 21 February 2020

## All-in-One Qualitative and Mixed Methods Data Analysis Software

Collect - Transcribe - Organize - Code - Visualize - Publish



**All your data, one place**  
Interviews, articles, images, websites, social media data, audio/video files, surveys, and more!



**Transcription on board**  
Quickly and easily transcribe your interviews and begin your analysis right away.



**Literature reviews**  
Import, quote, manage, summarize, and analyze your literature more efficiently than ever before!

**20% Discount**

Code: **MAX-WMS20**  
Valid until March 31st, 2020



Jump Start Your  
Research Journey with



MAXQDA 2020

VERBI  
Software - Consult -  
Schulung (Seminar) - Berlin, Germany

## Practical information

### Opening hours

#### ■ Winter School Office

Opening hours will be posted on the office door each morning. We usually open at least 30 minutes before courses start and close 30 minutes after they finish. Find us in the foyer of the Feki (main building) – the first glass-fronted room on the right, just after the main entrance.

#### ■ Mensa – hot food

Mon–Fri, 11:30–14:00. Mensa and cafeteria are closed on Saturdays and Sundays.

#### ■ Cafeteria – cold food, coffee

Mon–Thu 08:00–15:00; Fri 08:00–14:30.

#### ■ Lunch on Saturday

A caterer will be serving lunch from 12:00–14:00 in the first floor foyer, glass room on the right.

#### ■ University Main Buildings

Mon–Fri 07:00–19:00; Sat 08:00–18:00.  
Closed on Sunday.

#### ■ IT Support

Mon–Fri 07:45–19:30; Sat 08:00–13:00.  
Closed on Sunday.

#### ■ University Library

Mon–Fri 08:30–24:00; Sat–Sun 10:00–20:00

### Emergency contacts

■ Medical and fire ☎ 112

■ Police ☎ 110

### ID cards

We will give you an ID card when you register, for which you must pay a €10 refundable deposit. Use your card to print or scan, access the library, and buy discounted food at the Mensa and Cafeteria. If you are only attending a Short Course, you may not need an ID card.

#### ■ How to top up

Top up your card at the Winter School Office, the Mensa, or the library. Insert your card and a banknote, and wait until the inserted amount appears on the screen. Coins are not accepted.

#### ■ Return of ID cards

Return cards to the Winter School Office by 16:00 on Friday. If you have credit remaining, you can get a cash refund at the Mensa or Cafeteria by 14:00 on this day. **We cannot issue balance refunds at the office; only your €10 deposit.**

### WSMT number

We have issued you a personal username, WSMT number (on your ID card), and password on the email with the subject line **ECPR Winter School 2020 – Your Account**. Use these to:

- log in on university PCs and the Virtual Campus
- access the university's printing, copying and scanning system (**campusprint**)
- create a remote Virtual Private Network connection with the university's data network

If you lose or forget your password, email [winterschool.bagss@uni-bamberg.de](mailto:winterschool.bagss@uni-bamberg.de) and we will reset it for you.

## IT Services at BAGSS

### Connecting to wifi

Network **WinterSchool20** Password **bagss20ecpr**  
You can also connect via Eduroam.

### Copy, scan and print

Photocopiers connected to the university's **campusprint** scanning and printing system are located in the main building, the library and the computing centre. Detailed instructions for use are next to every machine. Press F2 to change the language of the terminal to English. To change the language of the photocopier, press the head-with-a-speech-bubble at the top of the touchscreen.

#### ■ How to print

Log in to any PC on campus with your WSMT number and password and open your document from your USB device or email. Select Print (Drucken) from the File menu at the top of your document. Do not use quick print. Select **campusprinter** in **campusprint.uni-bamberg.de** and press Print. Your document will upload automatically to your account.

Insert your ID card in the terminal of any photocopier and press Print. On screen you will see a list of the files you have uploaded. Select those you wish to print using the arrow keys. Press F3-Print to print one file or F4-Print to print all files. Press END on the terminal to retrieve your card. You cannot connect USB keys directly to the photocopier.

#### ■ How to copy and scan

Insert your ID card in the terminal of any photocopier and press Copy/Scan.  
**To copy**, place files on the glass or the automatic feeder and press the green button. Press END on

the terminal to retrieve your card.  
**To scan**, place documents on the glass or the automatic feeder and press the Fax/Scan button under the touchscreen to open the menu. To confirm your selection, press **campusprint**, then X on the screen that pops up. Press the green button to start scanning, and again for each further page. To finish, press FINISH, then the green button. Once your scanned information appears on the terminal screen, press END to retrieve your card and transfer the scanned documents to your account.

To download document(s), open **campusprint.uni-bamberg.de** in your browser and sign in using your WSMT number and password. Select SCANS from the menu. You will see your scanned documents; press on them to download.

### Virtual Campus (VC)

The university's Moodle system, the VC, is our Winter School working platform. To log in, follow the instructions on the email with the subject **'ECPR Winter School 2020 – Important Local Information'**. You are already enrolled on your course(s) as well as to three overarching bulletin boards: networking events, general information and local information. For every course, there is a chat forum. You can turn off notifications if you don't want them.

**NB: after 31 March 2020, your personal data will be deleted, and you will lose VC access.**

### Download e-books

You need to set up a Virtual Private Network (VPN) connection to download e-books from the Virtual Campus. Find out how to connect on the ecpr-general information field of the VC.

# Daily summary

Locations are indicated in the colour corresponding to the Campus Map below

Friday 14 February	
10:00 – 13:00	Registration for Short and Main Courses ●
13:00 – 15:00 15:30 – 18:00	Short Courses (4.5 hours' teaching) ●●●●
Saturday 15 February	
09:00 – 12:30 14:00 – 17:30	Short Courses (6 hours' teaching, with breaks) ●●●●
09:00 – 17:30	Registration for Main Courses ●
Sunday 16 February Location: DO2A / Aula, Dominikanerstraße 2a (City Centre)	
18:00 – 18:20	<b>Welcome Address</b> Thomas Saalfeld, Local Academic Convenor <b>Key Information</b> Benoît Rihoux, Derek Beach and Levi Littvay, Academic Convenors <b>Prize Presentations – Cora Maas &amp; Dirk Berg-Schlosser Awards</b> Petra Meier, Training Subcommittee Member, ECPR Executive Committee
18:20 – 19:30	Methods Café
19:30 – 21:00	Welcome Reception
Monday 17 – Friday 21 February	
09:00 – 12:30 14:00 – 17:30	Main Courses ●●●●
Monday 17 February	
From 08:00	Registration for Main Courses ●
Tuesday 18 February	
13:00 – 13:45	<b>Hot Winter Debate 1 F21 / 01.35 ●</b> <i>Big Data: The Hype, the Limits and the Challenges</i>
Thursday 20 February	
13:00 – 13:45	<b>Hot Winter Debate 2 F21 / 01.35 ●</b> <i>When is Less More in Publishing? Navigating the Treacherous Path between Quality and Quantity of Published Work in the Current Academic Job Market</i>
Friday 21 February	
16:00	Deadline for ID card refunds from Winter School Office
18:00	Close of Winter School Office

## Conduct at ECPR events

ECPR is dedicated to providing a harassment-free experience for everyone regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age, religion or lack thereof.

**We do not tolerate harassment of participants in any form.**

If you violate these rules, you may be sanctioned or expelled from our Events and Activities, without a refund, at the discretion of the organisers.

Read our anti-harassment policy in full at [www.ecpr.eu](http://www.ecpr.eu) – go to 'Our organisation' and click on 'Studies and Policies'.

■ **Respecting boundaries**  
BAGSS has produced its own postcard-sized safeguarding statement, 'Respecting Boundaries', which should have been given to you when you registered.

■ **First responders**  
You should also have received a business card with emergency out-of-hours contact details for our local organising team, and for telephone helplines.



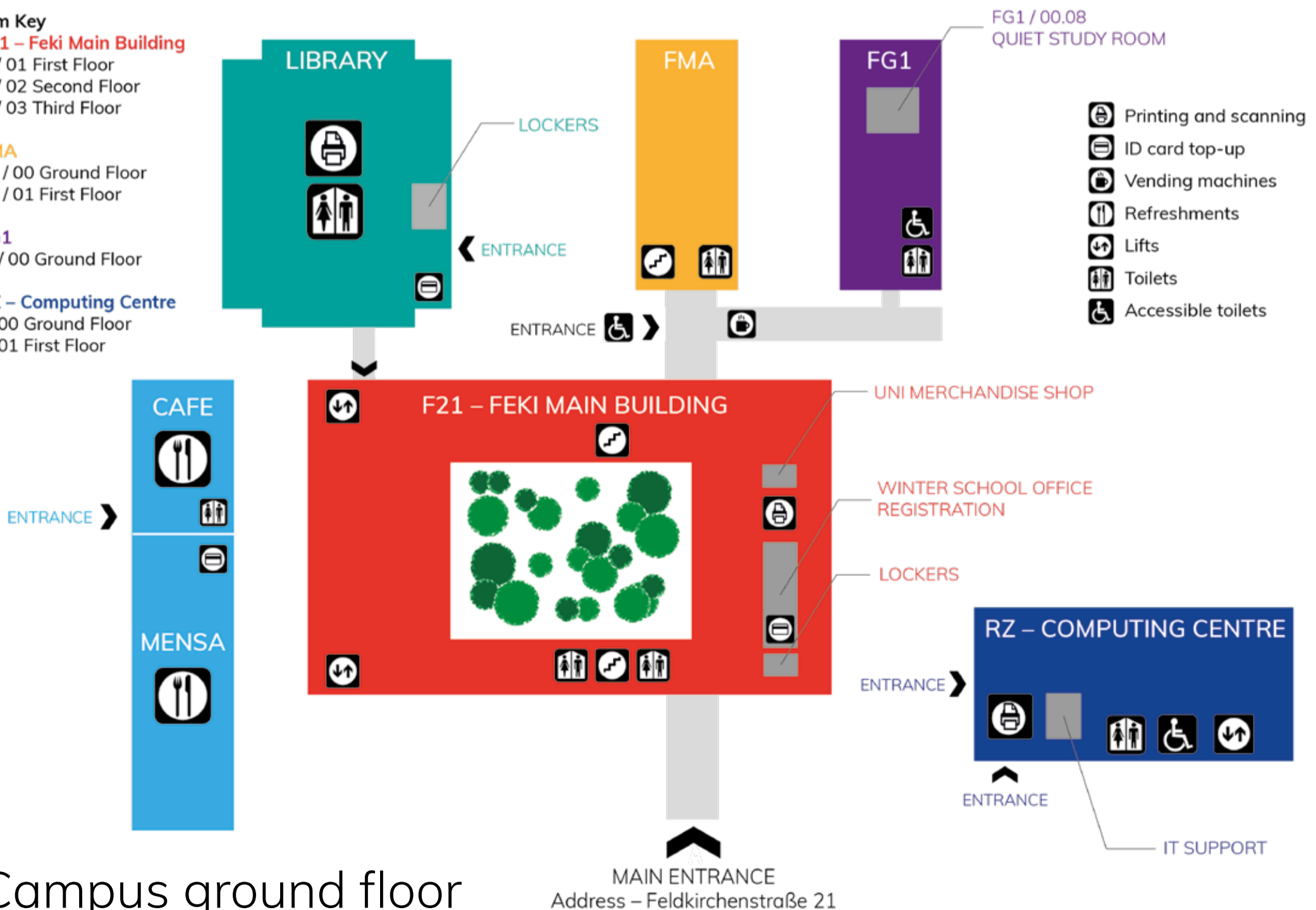
## 15th Summer School in Methods and Techniques

31 July – 14 August 2020

■ [ecpr.eu/summerschool](http://ecpr.eu/summerschool)



- Room Key**
- **F21 – Feki Main Building**  
F21 / 01 First Floor  
F21 / 02 Second Floor  
F21 / 03 Third Floor
  - **FMA**  
FMA / 00 Ground Floor  
FMA / 01 First Floor
  - **FG1**  
FG1 / 00 Ground Floor
  - **RZ – Computing Centre**  
RZ / 00 Ground Floor  
RZ / 01 First Floor



Campus ground floor