Fresh thinking, to help business flourish.

Welcome

Parkside Office Village
Knowledge Gateway

Second edition
Spring 2017
To us, you’re more than just a tenant – you’re a valued member of our University community. You’re encouraged to get involved in campus life, and get the real benefit of your campus location.

This is the home of world-leading research and fresh-thinking students from more than 130 countries. This is where you’ll find a wide range of activities, from lectures, sporting and cultural events – to business consultancy and support – and from research facilities available to hire to four-star luxury in the Wivenhoe House hotel and brasserie. Plus, there are some really handy things like a convenience store, post office and two cash machines on campus.

We hope you make the most of all that’s on offer, and we warmly welcome you.
Emergencies, first aid, security, way-finding

Emergencies
In an emergency please dial 01206 872222 rather than police, fire or ambulance services direct – our patrol staff guide these services to the correct location on campus.
T 01206 872222

Security
Our security patrol officers are based on central campus, in the Information Centre on Square 3 24/7, 365 days a year. They are a helpful and approachable team, willing to assist, and all are first aiders.
T 01206 872125

Fire safety
Remember three important things to stay safe in the event of a fire: shout out, get out, stay out. Please read the emergency evacuation notice in your block for fire safety procedures.

Way finding
Use the University’s FindYourWay app for your phone, tablet or computer to find a location and get directions quickly and easily.
> www.findyourway.essex.ac.uk

Site plan of Parkside Office Village
Building maintenance and support

The University’s main Estate Management helpdesk is the first port-of-call for all Parkside Office Village tenants for enquiries about office buildings and maintenance. This service covers:

- buildings and maintenance
- heating and cooling systems
- fire and security systems
- security issues
- cleaning
- landscaping

The helpdesk is open 8am to 5pm Monday to Thursday, and 8am to 4.45pm Friday. For support outside these times please contact the Information Centre, which is staffed by our security patrol officers.

Helpdesk
T 01206 872959 / 01206 872300

Information Centre
T 01206 872125
E ems-helpdesk@essex.ac.uk

Other enquiries
For other building-related enquiries including car parking, furniture, signage, keys and access, security codes and lease matters please contact Jamie Burns, Operations Manager for the Knowledge Gateway, during working hours. We aim to respond as quickly as possible to issues as and when they arise.

T 07769 292555
E jburnsb@essex.ac.uk

Essex Business School
Services for you

Whether you just need to book a meeting room on central campus or perhaps a special business lunch at Wivenhoe House, we offer the full range of support services to businesses. Talk to us to find out more about how we can help you. Services are listed A-Z.

Audio-visual services
If you’d like to book audio-visual services for your meeting, such as a projector or laptop, please contact Event Essex.
T 01206 872358  E eventessex@essex.ac.uk  W www.eventessex.co.uk

Business partners club
Find out more about our Business Partners Club, aimed at providing Knowledge Gateway tenants and student start-ups with direct access to business mentoring, and advice clinics provided by members who are committed to helping businesses grow.
Contact Dr Rob Singh  T 01206 872478  E business@essex.ac.uk

Data analytics
Essex is leading the way in advanced and big data analytics. With nationally-supported data research centres and secure archive services used by the Government, alongside the Institute for Analytics and Data Science (IADS), and Essex Business School, our academic expertise can help your business fully harness its data to make stronger, evidence-based decisions. Please get in touch to find out how they can help you.
Contact IADS  T 01206 872496  E iads@essex.ac.uk

Business consultancy
You may need some extra business expertise to help you grow, and we can help in a number of ways. Through consulting, contract research, or as part of the national Knowledge Transfer Partnership, we can match you with the right people in the university who can find the right fix. We can also guide you through the maze of funding options available from our own innovation voucher scheme to national incentives, and other R&D and EU funds. We’re friendly, approachable, and here to help.
Contact Dr Rob Singh  T 01206 872478  E business@essex.ac.uk

Copy Centre
The Copy Centre is on hand for simple requests, such as low-volume copying, finishing, photo printing and t-shirt printing. Tenant members are entitled to an introductory offer rate – please discuss with the manager.
Contact John Marcucci  T 01206 872376  E scenete@essex.ac.uk  W www.essex.ac.uk/uecs/copycentre

Executive education
Whether you’re looking to boost your own skills, develop your team, or embrace large-scale organisational change, executive education at Essex empowers you to turn ‘business as usual’ into something far more productive.
Our executive education programmes are offered by Essex Business School, as well as a business education, and not merely training. Backed by insights from world-leading academics and industry practitioners, we create bespoke learning packages based on your needs and sector. What you learn is always relevant to your business goals.
Contact Professor Nigel Pye  T 01206 872072  E dbs@essex.ac.uk  W www.essex.ac.uk/dbs

Event Essex
Our on-campus event management team, Event Essex, is pleased to offer modern and flexible conference and meeting spaces, comfortable accommodation and high-quality catering at our Colchester and Southend Campuses. We offer good rates for Parkside Office Village tenant members, so please talk to us and we’ll create a bespoke event for you, at a competitive price.
Contact Mark Smith  T 01206 872358  E eventessex@essex.ac.uk  W www.eventessex.co.uk

Events Programme
Our open-to-all lectures, seminars and summer schools are giving the latest insight to business. Our 2015 data analytics summer school focused on drawing value from big data, with keynote speakers representing ChirpWing, Thomson Reuters, Fujitsu and Intel.
Contact Fay Wilson  T 01206 872092  E events@essex.ac.uk  W www.essex.ac.uk/news_and_events

Fresh thinking
Our monthly newsletter that’s sent out to all our business contacts. Contact us if you have any good news and we’ll consider it for publication.
E business@essex.ac.uk
Shops
The Store and The Extra Store open for extended hours during term time, and both are convenient, affordable quality supermarkets on Square 4.

Waterstones
Waterstones bookseller – with a range of fiction, non-fiction and of course academic texts is located on Square 5.

Wivenhoe Park
Wivenhoe Park’s tranquil landscape of more than 200 acres provides a tranquil place for all to enjoy, captured on canvas in 1816 by renowned painter John Constable.

Interpreting and translation
Essex is establishing a reputation as a centre of excellence for interpreting and translation in the East of England. Our new interpreting lab provides conference facilities for up to 20 people, with equipment matching that of the UN. We also offer translation consultancy.

Contact Ignazia Posadinu
T 01206 872239
E ignazia.posadinu@essex.ac.uk

IT help
Our campus wi-fi network is eduroam and provides free internet access for everyone on campus. For instructions on connecting your device visit our website.

www.essex.ac.uk/it/network/wifi

Law clinic
Parkside tenants may use the Essex Law Clinic for free initial advice about legal problems. The clinic operates by appointment and an initial assessment, which is made by the clinic manager. All legal advice and assistance is given in the strictest confidence.

Contact Pippa Dines
T 01206 873224
E nursery@essex.ac.uk
W wwww.wivenhoeparkdaynursery.co.uk

Meeting rooms
If you would like to book a meeting room on campus, please contact Event Essex.

Midweek Mixer
Parkside tenants and local businesses are invited to this informal midweek get-together, usually on the first Wednesday of each month. Details will be sent to you by email from the business communications team, or email below to find out more.

E business@essex.ac.uk

Nursery
Children aged from three months to five years are welcome to enrol at our attractive day nursery, open all year round. Tenant members are also offered the same rates as University staff.

Contact Pippa Dines
T 01206 873224
E nursery@essex.ac.uk
W wwww.wivenhoeparkdaynursery.co.uk

Postal services
All post is delivered direct to your office, using your postal address. Occasionally when a parcel is delivered at the University’s central post room our staff will ensure you are notified so you can collect it.

Post Office
Your high street branch is conveniently located on campus, on Square 4.

Print Essex
Print Essex offers high quality value for money design and print services tailored to your requirements. Tenant members are entitled to an introductory offer rate – please discuss with the manager.

Contact Chris Lewes
T 01206 873141
E print@essex.ac.uk
W wwww.printessex.org.uk

Research facilities
We have first-class research facilities at our Colchester Campus many of which are available for use or hire by tenants and other stakeholders. View the Essex Research Facilities website to find out more.

W wwww.research-facilities.essex.ac.uk

Social media
Follow us on social media, and we’ll help you tell your story.

www.essex.ac.uk/business
Twitter: @UoE_Business
www.linkedin.com/company/university-of-essex
Knowledge Gateway LinkedIn page:
W wwww.linkedin.com/company/university-of-essex-knowledge-gateway

Tranquil Wivenhoe Park; perfect for a lunchtime break.
Buses
Local bus and taxi services connect Colchester North Station to the Colchester Campus. There are also frequent buses between the University and Wivenhoe, and two buses per hour to Clacton. The main University bus stop is at Valley Road junction, near Square 1, close to Parkside.
www.firstgroup.com/ukbus/essex

Cars and parking
Please observe speed restrictions when driving on campus as there are always lots of pedestrians about. As a tenant at Parkside you have allocated car parking. However, if you require more space or have visitors and you will need to drive onto the central campus and display a valid Pay and Display ticket.

Car sharing
We have a popular and growing car sharing scheme, which saves on fuel and money. Sign up online!
www.essex.ac.uk/estates/transport/car.aspx

Cycling
We have excellent facilities for cyclists on campus, and plenty of bicycle parking along with cycle routes off Boundary Road and Valley Road.

SATNAV
Please note that SATNAV directions into the University using our postcode CO4 3SQ can be misleading. If you’re directing visitors, use roadside directional signage once you’re in Colchester.

Trains
Colchester has three stations — the main station is Colchester North Station, and the other two are Colchester Town and Hythe stations. Wivenhoe also has a railway station. Trains run between London Liverpool Street and Colchester North Station approximately every 10 to 20 minutes, and the journey to London takes around an hour. Train services from Colchester North Station also run to Norwich, Ipswich, Felixstowe and Harwich.
www.nationalrail.co.uk

Taxis
A taxi from Colchester Railway Station takes about 10-15 minutes outside rush hour and will cost at least £10. These taxi companies are local, booking is recommended.
VP Cars T 01206 825001
Panther Cabs T 01206 525525
Places to eat and drink

Blues Café
A large bright, modern eating and social space overlooking Square 4. Floor 6, off Square 4.
▶ www.essex.ac.uk/ycgcol/blues

Bonds
One of the newest cafes on campus, Bonds, is located within the new £21m Essex Business School eco-building.

Canteen
Open seven days a week, Canteen serves ‘a taste of home’, offering traditional English breakfasts, roasts, fish and chips and dishes from around the world. Square 3.
▶ www.essex.ac.uk/ycgcol/blues

Number 64
This big, red double decker London bus serves pies, hot and cold drinks and snacks. Outside the Silberrad Student Centre.

Frango’s
Marinated chicken with spices from Europe, South America and Mexico, plus light bites, tapas and vegetarian options. Square 3.
▶ www.essex.ac.uk/ycgcol/frangos

Happy Days Diner
▶ www.essex.ac.uk/ycgcol/happydays
We can offer venues, catering and event management for a range of meetings, conferences and events.

**Contact Information**

**Wivenhoe Park Day Nursery**

- **Website:** www.wivenhoeparkdaynursery.co.uk
- **Telephone:** 01206 873224
- **Email:** nursery@essex.ac.uk

**University of Essex**

- **Website:** www.essex.ac.uk/sport
- **Telephone:** 01206 873250
- **Email:** sport@essex.ac.uk

**Wivenhoe House**

- **Website:** www.wivenhoehouse.co.uk
- **Telephone:** 01206 863666
- **Email:** events@wivenhoehouse.co.uk

**A breath of fresh air...**

High quality child care and educational provision in the peaceful and picturesque setting of the University of Essex parkland campus.

**University of Essex**

- **Website:** www.essex.ac.uk
- **Email:** eventessex@essex.ac.uk

**Believe in your ability with Essex Sport.**

- Gym, fitness classes, indoor tennis courts, climbing wall and much more.
- **Website:** www.essex.ac.uk/sport
- **Email:** sport@essex.ac.uk

**Knowledge Gateway Offer**

Book your first meeting or conference at Wivenhoe House and we will upgrade you from our simply day delegate package to our executive package for free saving £13 per delegate.

Our meeting rooms and conference service is designed to provide you with everything you need for a successful event. As well as our impressive conference facilities we have 40 bedrooms and a brasserie restaurant with private dining available. Please contact our experienced events team to discuss your requirements. Offer valid on your first meeting or conference booking only.
The Kitchen
Breakfast coffee and hot croissants, lunch includes paninis, pasties, sandwiches and cakes. Square 3.

Lakeside Café
A chilled-out space to enjoy a coffee, cake and sandwich, read a book and catch up with friends. Located on Square 5.
» www.essex.ac.uk/ycgcol/lakeside

Refresh and Costa
Freshly-filled sandwiches, baguettes, drinks to take away. Square 3.
» www.essex.ac.uk/ycgcol/refresh

Students’ Union bar
Varied menu of value-for-money quality food from full English breakfasts through to tasty salads and pizzas. Square 3.
» www.essex.ac.uk/ycgcol/subar

Top Bar and Fusion
Top Bar is a laidback place to enjoy a drink, and adjacent Fusion offers a wide range of dishes from around the world. Floor 6, off Square 4.
» www.essex.ac.uk/ycgcol/fusion
» www.essex.ac.uk/ycgcol/topbar

Wivenhoe House Hotel
The quality location for business or client lunches or dinners; our four-star luxury Wivenhoe House Hotel offers a stylish brasserie and restaurant.
T 01206 863666
E info@wivenhoehouse.co.uk
» www.wivenhoehouse.co.uk

Zest
Modern café with locally-sourced food and drinks, and speciality teas and coffees. Square 3.
» www.essex.ac.uk/ycgcol/zest

Meeting rooms are bookable through Event Essex
Albert Sloman Library
We invite tenants to apply for visitor access in person. Access includes the library search engine and catalogue, and use of books and journals on the shelves in situ only.
> http://libwww.essex.ac.uk/Users/visitors.htm

Arts and Nightlife
We host a full and varied arts and events programme and you’re welcome to come along. Check the ‘what’s on’ listings on our website for details, plus the Lakeside Theatre and renowned art gallery, Art Exchange, websites for programmes.
> www.artexchange.org.uk
> www.lakesidetheatre.org.uk

Art Exchange
Our on-campus gallery, Art Exchange, hosts regular exhibitions from international artists and holds free workshops. The University also owns an internationally important collection of Latin American art called ESCALA.
> www.artexchange.org.uk
> www.escala.org.uk

Evolve Gym
Located in the Sports Centre extension on the south side of campus, Evolve has annual paid-for memberships available giving you all-round sport, plus regular fitness classes. Personal training is available for an additional fee. The reduced rate offered to University staff is offered to tenant members.
> www.essex.ac.uk/sport/gym/colchester.aspx

Faith
We’re a secular campus community, and we recognise and support the many different religions and beliefs of everyone on campus. Our facilities and opportunities for worship include space for prayer or quiet reflection in our Multi-Faith Chaplaincy. All welcome.
> www.essex.ac.uk/students/experience/mfc/default.aspx

Lakeside Theatre
Offering a full programme of professional and student productions alongside comedy, open mic nights and live music, the Lakeside Theatre on Square 5 is a great on-campus venue for evening entertainment, plus it has a café bar that’s open all day.
> www.lakesidetheatre.org.uk

Sports Centre
The Sports Centre offers an extensive programme of indoor and outdoor activities, many of which are free, including squash, badminton, tennis, a climbing wall, and classes such as aerobics and Zumba. The Sports Centre’s bookable facilities are very competitively priced.
> T 01206 863666
> E info@wivenhoehouse.co.uk
> www.essex.ac.uk/sport/facilities/coldstream.aspx

Students’ Union
Bars, restaurants, club nights, Sub Zero, Ciré 10 screenings and much, much more. All Students’ Union venues on campus are open to you, you’ll just need to produce a valid photo ID, such as a passport or driving license, for entry to events. For entry to Sub Zero, the SU nightclub, providing the event is not for students or members only, you’re welcome to come along with a guest ticket and photo ID. The Students’ Union reception is located off Square 3.
> https://www.essexstudent.com/whatson

Leisure Events and Sport
Evolve gym
Located in the Sports Centre extension on the south side of campus, Evolve has annual paid-for memberships available giving you all-round sport, plus regular fitness classes. Personal training is available for an additional fee. The reduced rate offered to University staff is offered to tenant members.
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> https://www.essexstudent.com/whatson
Acronym buster

You’re likely to see a lot of TLAs (three-letter acronyms) around campus. This will help you bust them!

ADRN  Administrative Data Research Network
AHRC  Arts and Humanities Research Council
ASL  Albert Sloman Library
ASPO  Academic Standards and Partnerships Office
AVS  Audio-visual Services
BBSRC  Biotechnology and Biological Sciences Research Council
BIC  Business Incubation Centre (at Southend Campus)
BLGDC  Business and Local Government Data Research Centre
CCFEA  Centre for computational Finance and Economic Agents
CER  Communications and External Relations
CHASE  Consortium for Humanities and the Arts South-East England
CHUMS  Children's Holidays at the University of Essex Multi-activity Sports
CISC  Centre for Intimate and Sexual Citizenship
CISH  Centre for Interdisciplinary Studies in the Humanities
CPS  Centre for Psychoanalytic Studies
CRESI  Centre for Research in Economic Sociology and Innovation
CSEE  School of Computer Science and Electronic Engineering
CES  Centre for Sports and Exercise Science
DSA  Disabled Students’ Allowance
DTP  Doctoral training partnership
EBS  Essex Business School
EBSI  Essex Biomedical Sciences Institute
ECC  Employability and Careers Centre
EHS  Edge Hotel School
EMS  Estate Management (Section)
ESCALA  Essex Collection of Art from Latin America
EPsRC  Engineering and Physical Sciences Research Council
ESRC  Economic and Social Research Council
DTC  Doctoral training centre
FASER  Feedback and Assessment online tool for students
FOI  Freedom of Information
GUG  Good University Guide
HEFCE  Higher Education Funding Council for England

For more information about student and graduate internships and placements please contact our Employability and Careers team.
Fresh thinking, to help business flourish.

www.essex.ac.uk/business