



**International English Language Conference**  
**Liptovský Mikuláš, SLOVAKIA**  
**3 – 5 June, 2024**



**JOINING INSTRUCTIONS**

**1. Location**

The 2024 “AT EASE” International English Language Conference will be held at and hosted by the Language Institute of Slovak Armed Forces, Liptovský Mikuláš, Slovakia, 3-5 June 2022.

[Armed Forces Academy of general Milan Rastislav Štefánik \(aos.sk\)](http://aos.sk)

**Theme**

The theme of the conference is:

***“Sharing the experience of teaching English in the military environment”***

Suggested topics for presentations include:

1. Teaching strategies in the process of preparation for exams according to NATO 6001
2. Teaching workshop – sharing the class activities with other nations
3. Evaluation of student – testing department contribution

These topics are intended to guide delegates’ presentations. They are not to be seen as exclusive. Please contact the POC if you have any questions regarding other related topics.

**2. Conference Prerequisites**

The conference is limited to 100 participants. The target audience of the conference are language teachers and testers, translators, interpreters, proof-readers, ESP (English for Specific Purposes) material developers as well as language institute managers.

**3. Personnel Administration Form**

Delegates are kindly requested to complete and submit their **Conference Personnel Administration Form (Annex B)** to the Host Nation POC [peter.spiner@mil.sk](mailto:peter.spiner@mil.sk), no later than **May 10, 2024**.

#### 4. Travel itineraries

Travel details (part of the Annex B) should be forwarded to the host nation point of contact via email [peter.spiner@mil.sk](mailto:peter.spiner@mil.sk). The deadline for submission of travel itineraries is **May 10, 2024**.

#### 5. Accommodation – Hotel Reservations

Delegates should be preferably accommodated at **Demänová**, where is located Military Academy.

In the case of high number of attendees accommodated in Liptovský Mikuláš may Language Institute provide transportation between a hotel and Military Academy.

Recommended hotels in walking distance from Military Academy:

- [Tatraline Hotel](#), Demänovská cesta 521/8, Liptovský Mikuláš-Demänová
- [Veranda Hotel](#), Demänovská cesta 529/8D, Liptovský Mikuláš-Demänová
- [Hotel Demänová](#), Dlhá 297, Liptovský Mikuláš-Demänová
- [Family Resort Mária](#), Demänová – Bodice 41, Liptovský Mikuláš-Demänová
- [Demänová Resort -Vila Luxury](#), Demänová 584, Liptovský Mikuláš-Demänová
- [Resort Alžbeta](#), Demänová Džiny 480, Liptovský Mikuláš-Demänová
- [Hilson Jasná - Garden resort](#), Demänová 497, Liptovský Mikuláš-Demänová
- [AHA Jasná](#), Demänovská cesta 516/41, Liptovský Mikuláš-Demänová

#### 6. Conference Fee / Dining / Coffee and tea and snack / cultural program

**There is no conference fee for attending.**

Language Institute of Slovak Armed Forces will provide hot lunch (buffet, coffee, tea, water and snacks). Cultural program fees will be also covered by the Language Institute.

#### 7. Arrival and Transport to the Hotel

There is no transportation provided by Language Institute from airport to hotel and back.

#### 8. Military language Conference Program

A draft program is attached (Annex A). The program is subject to change as details are finalized.

#### 9. Presentations, workshops, digital posters

**For us to have a successful conference we would like to kindly ask you to contribute with your own presentations, workshops and digital posters, so we would like to encourage everybody to contribute.**

**We would also like to hear what issues related to translating / interpreting / teaching / managing are of your interest because our intention is to have coffee discussion (or we can add discussion groups at the end of conference) for sharing our experiences and helping each other improve our skills.**

Those interested in giving a presentation, holding a workshop, or presenting a digital poster are requested to include this information on the **Personnel Administration form (Annex B)**. Presentations, workshops, digital posters should be consistent with the conference theme and sub-themes, although other topics of interest may be considered. Please ensure that your material is ready for uploading onto the conference computer upon arrival, preferably via flash drive/memory stick. Please submit your presentations to the Host Nation Agenda POC Miroslava Novotná [miroslava.novotna@mil.sk](mailto:miroslava.novotna@mil.sk) no later than **May 10, 2024**.

## **10. Information on Travelling to Liptovský Mikuláš, SLOVAKIA**

- From Vienna airport (Schwechat) to Bratislava by [Flixbus](#).
- From Bratislava to Liptovský Mikuláš by [Train](#)
- From Train station in Liptovský Mikuláš to Hotels (Demänová) by **Taxi**
  - o <https://www.mikulastaxi.sk/>
  - o [TAXI Liptov | Transport of persons](#)
  - o **FUN Taxi (+421 908 710 710)**

If you will have any issues, please contact the POC.

It is recommended that the delegates arrive on **June 2, 2024 no later than 17.00 hrs** to allow them to attend the Welcome Reception, which will take place since 19:00. More details will be specified in upcoming emails.

Check with the Slovak Embassy/Consulate in your country to find out if a visa is required to enter Slovak Republic. For most of the countries it is not required.

## **11. Host Nation Points of Contact:**

**Mr Peter Špiner**

E-mail: [peter.spiner@mil.sk](mailto:peter.spiner@mil.sk)

**Mrs Miroslava Novotná (Agenda)**

E-mail: [miroslava.novotna@mil.sk](mailto:miroslava.novotna@mil.sk)

## **12. Annexes**

- A. Draft program
- B. Personnel Administration form