



Network of Universities
from the Capitals of Europe

7th UNICA EU Research Liaison Officers meeting with training by Sean McCarthy: *Getting Ready for Horizon 2020*

29-30 November 2012

Tallinn University/ Tallinn University of Technology

PRACTICAL GUIDE



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Contents

ARRIVING IN TALLINN.....	2
PUBLIC TRANSPORT TICKETS & TAXIS	3
HOTEL: LOCATION & GETTING AROUND.....	4
ESTONIA & TALLINN MUST-KNOW.....	5
SIGHTSEEING RECOMMENDATIONS	5
RESTAURANTS	6
THE ORGANISERS.....	6

Organising universities:



ARRIVING IN TALLINN

Lennart Meri Tallinn Airport, TLL (www.tallinn-airport.ee/eng) is located approximately 4 km from the centre of Tallinn.

How to reach the city centre from the airport:

- **By bus:** The bus stops are located in front of the departure hall level 0 and leave from **bus stop 1**. **Public bus line "2"**, operated by MRP, connects the airport with the city centre. The journey takes around 15 minutes, the stop is called "A. Laikmaa". **Make sure to take the direction: "Reisisadam"**. A ticket costs €1.60 when bought in the bus and €1 when bought from R-Kiosk inside the airport. **Bus 90K:** the bus leaves every twenty minutes between 7:20 and 18:40 to the city centre, ticket: €2.
- **Airport Shuttle:** Tallinn Airport Shuttle bus takes passengers from the airport to their chosen destination in Tallinn. The bus driver takes care of the passengers' luggage. The shuttle buses do not have a particular departure timetable, they meet every plane arriving in Tallinn. Tickets for the shuttle bus can be bought either in the arrivals hall or the customer service counter that has an Airport Shuttle flag. The price of the ticket is €5, no matter what the destination within the city of Tallinn.
- **By taxi:** Taxis with a taximeter and a credit card payment option are available in front of the arrivals hall. Tallinn Airport contractual taxi partners are Tulika Takso, Tallink Takso and Tallinna Takso. The fare from the airport to the city centre of Tallinn is approximately **5-10 €**. You are advised to avoid unlicensed taxis! Please ask about the approximate fare before starting the journey to avoid paying too much. Taxi drivers are obliged to give a receipt when asked.



How to reach the city centre from the Tallinn Central Bus Station:

- **Take a tram nr. 2 or 4** from a stop "Autobussijaam" to a stop "Hobujaama" (3rd stop): direction Kopli or Tondi, respectively.
- **Bus 17 (A):** get off at stop called "Estonia" or **bus 23** until a stop called "Kaubamaja". The journey takes approx. 10 minutes on both cases.
- **Taxi** is available near bus station. Price is around **€5**.

How to reach the city centre from the port:

- **Bus nr 2**, get off at the stop "A. Laikmaa".
- **Walk** approx. 20 minutes.
- **Taxis** are available at the port.

The hotel Nordic Hotel Forum is in the walking distance from all the stops.

PUBLIC TRANSPORT TICKETS & TAXIS

PUBLIC TRANSPORT

The Old Town is best navigated on foot. A network of buses, trams and trolleybuses covers the rest of the city. There is an abundance of relatively cheap taxis but make sure to check the price list on the window of the car or ask for an approx. price. In Tallinn there are more than 20 different taxi companies.

Public transportation operates buses, trolleybuses, and trams between 6AM and 12AM. Timetables in English can be found here: soiduplaan.tallinn.ee/#tallinna-linn/en

Tallinn University is within a walking distance (15 minutes) from Nordic Hotel Forum. **Trams nr 1 or 3** (direction Kadriorg) can be taken from stop "Hobujaama" to a stop "Tallinna Ülikool", 1 stop. **Trolleybus nr 3** goes to Tallinn University of Technology. From a stop "Kaubamaja" until a stop "Ehitajate tee" or "Keemia" (takes 20-25 minutes).

Tickets and fares. Single journey tickets can be bought from R-Kiosks (€1) or from the drivers (€1.60). In addition the following ticket options are available:



- 1-hour ticket (€1.2 from presale),
- 10 1-hour ticket book (€10),
- 10-ticket book (€8),
- 24-hour ticket (€4),
- 72-hour ticket (€6),
- 120-hour ticket (€7).

Tickets have to be validated on the bus.

TAXIS

Selection of reputable taxi companies are:

- **Tallink** (not to confuse with Tallinn Taxi, who also have their cars painted yellow). Tel: **1921** or **+372 640 8921**. Starting fee € 3.50; time tariff €16, price per km day tariff (06.00-23.00) is € 0.77 and a night tariff (23.00-06.00) € 0.88.
- **Tulika**, usually white Toyota Avensis. Tel: **1200** or **+372 612 0000**. Starting fee € 3.10; time tariff € 11.82 price per km day tariff (06.00-23.00) is € 0.65 and night tariff (23.00-06.00) € 0.77.
- **Tallinna Takso**, black Mercedes. Tel: **+372 612 0019**. Starting fee € 3.60; time tariff € 15.18 price per km day tariff (06.00-23.00) is € 0.81 and night tariff (23.00-06.00) € 0.96.
- **Söbra**, "economy" taxis with a mixed car fleet. Tel: **1714**. Starting fee € 2.50, time tariff € 8.24 price per km day tariff (06.00-23.00) is € 0.42 and night tariff (23.00-06.00) € 0.48.
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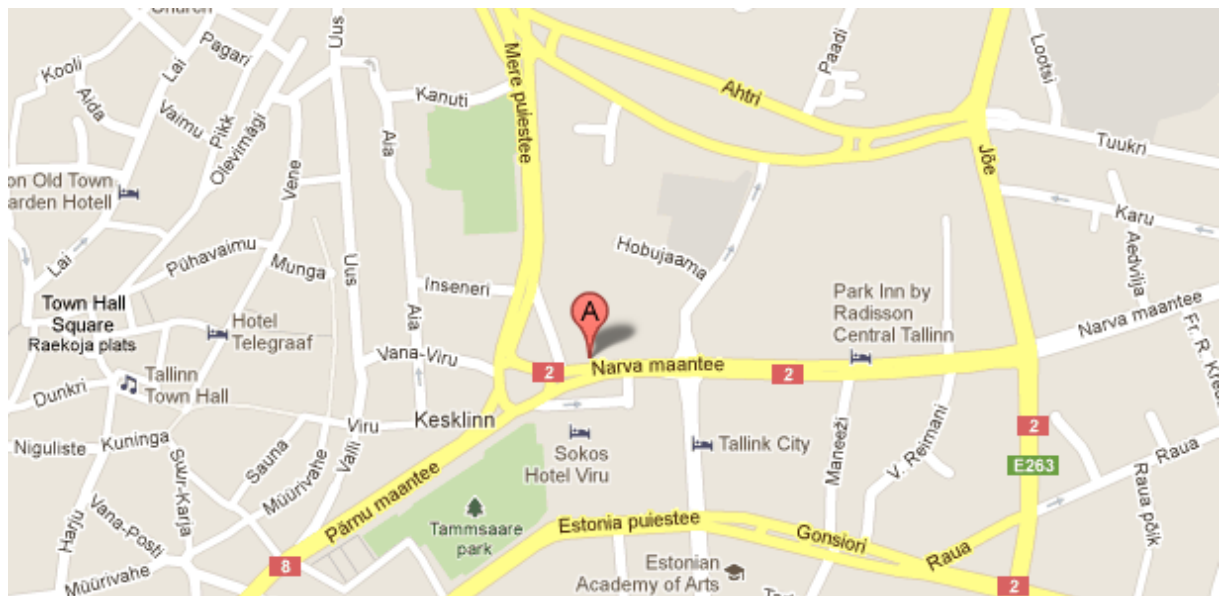
IMPORTANT: You should only take taxis with onboard taximeters. Once arrived at your destination, you can ask for a taxi meter receipt. The receipt will contain details of your trip and can be used as an expense note.

HOTEL: LOCATION & GETTING AROUND

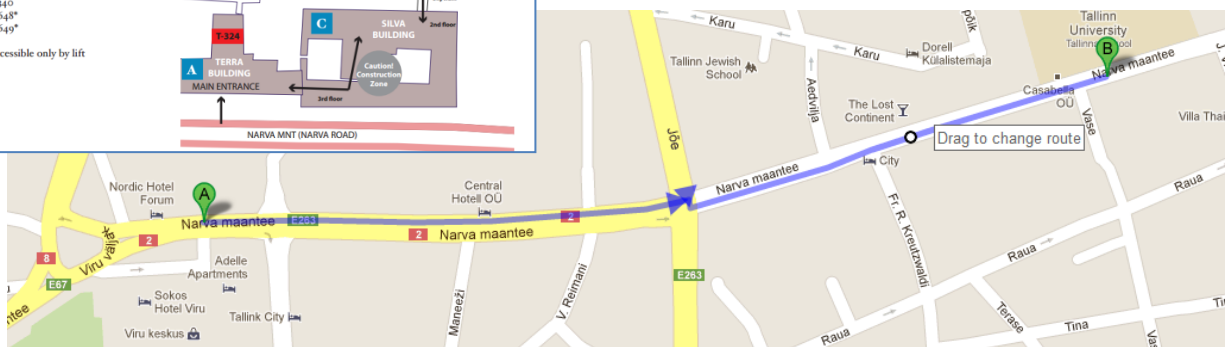
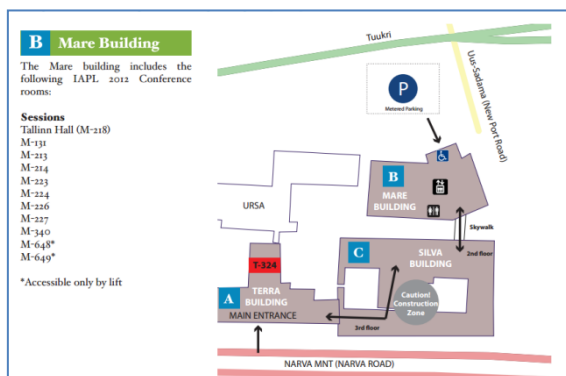
Nordic Hotel Forum Tallinn: Viru Väljak, 3, Tallinn

Nordic Hotel Forum four-star business and conference hotel is located the heart of Tallinn just 150 metres from the picturesque Old Town.

A special bus will take the participants from the hotel to Tallinn University of Technology on 29 November. More details about the time of departure of the bus are included in the programme of the event.



Venue of Day 2: Tallinn University, Uus-Sadama 5, Mare-building, room M-648 (entrance from Narva mantee) is within a 10-minute walk from the hotel (down the Narva mantee Street)



ESTONIA & TALLINN MUST-KNOW



Weather

The weather of Tallinn is generally known for being continental, with much of the extremes being determined by its northerly coastal location next to the Baltic Sea. As soon as November arrives, the harsh winter climate starts to make itself known and frosty weather sees night-time temperatures falling to -1°C.

Time Zone

Eastern European Time (EET): GMT plus two hours

Language

Estonians are a Finnic people, and the official language, Estonian, is closely related to Finnish. English and Russian are widely spoken.

Currency & ATMs

The currency used in Estonia is euro. ATMs spread all over town. In most of the places it is possible to pay with a credit/payment card.

Telephone

To call Estonia you have to dial **+372**

112 is the national emergency telephone number.

SIGHTSEEING RECOMMENDATIONS

- **Old Town:** Tallinn's medieval Old Town is known around the world for its well-preserved completeness and authentic Hanseatic architecture. Enchanting atmosphere, rich cultural scene, beautiful surroundings and plenty of galleries, cafes and restaurants.
- **Rotermann Quarter:** This magnificently-restored former factory area just outside the Old Town is home to a number of shops and restaurants, as well as an active cultural scene. The quarter's main square is often used for festivals and outdoor performances.
- **Vabaduse väljak** (Freedom Square): This open area at the edge of Old Town is a place of national symbolism and civic pride, as well as a favourite public gathering spot.
- **Lennusadam** (Seaplane Harbour): Region's biggest sea centre and maritime museum in architecturally unique seaplane hangars boast life size submarine and replica seaplane.
- **KUMU Art Museum:** Kumu, opened in 2006, is the new and grand headquarters of the Art Museum of Estonia, which attracts everyone that is interested in Estonian art and culture. Both Estonian art classics as well as the works of artists that cultivate modern trends are on display at Estonia's largest museum. In 2008, the Kumu Art Museum won the European Museum of the Year Award.
- **KGB Museum (Viru väljak 4, Sokos Hotel Viru):** If you're interested in authentic spy history, time your visit to go to the KGB Museum. The museum preserves the equipment and rooms the KGB used to eavesdrop and spy on individuals for the first 20 years of the hotel's existence. The tour of the museum includes stories about the hotel and local KGB history - a history which becomes richer as visitors add their recollections, experiences, and knowledge about the time period and the city. The museum can be visited only with a local guide (Estonian, Finnish, English and Russian). Pre-booking is required.

RESTAURANTS

- **Restaurant Leib Resto ja Aed** (Uus tn 31) offers handmade bread together with meals made of local products: a simple but wonderful cuisine experience. The restaurant cooperates with local farmers, fishers and other small producers every day.
- **Tchaikovsky** (Vene tn 9) The fusion of Russian and French cuisine has given the world a symbiosis rich in flavours. In 2011, Flavours of Estonia has ranked the restaurant as Estonia's 2nd best in the fine dining category.
- **Neh** (Lootsi 4) Neh is Pädaste Manor seasonal kitchen in the city. A bistro style food heaven that invites to meet Estonia's best culinary team whose' true home is at Pädaste Manor on Muhu Island.
- **Olde Hansa** (Vana Turg 1) Medieval-themed restaurant.
- **Sfäär** (Mere pst. 6e) In terms of décor, this eatery/fashion and wine shop is a kind of a cross between an old Soviet-era cafeteria and a stylishly retro second living room. The 'New Estonian' cuisine with Italian leanings and artisan bread.

THE ORGANISERS



UNICA - Founded in 1990, UNICA is a network of 43 universities from the capital cities of Europe, with a combined strength of over 150,000 staff and 1,800,000 students. Its role is to promote academic excellence, integration and co-operation between member universities throughout Europe. It seeks also to be a driving force in the development of the Bologna process and to facilitate the integration of universities from Central and Eastern Europe into the European Higher Education Area. To achieve its aims UNICA articulates the

views of member universities to European institutions and to national, regional and municipal governments. It provides the members with information on European initiatives and programs, and supports them in co-operative projects. It also provides a forum in which universities can reflect on the demands of strategic change in university research, education and administration.

Tallinn University (TU) was established in 2005 as the result of a merger of several universities and research institutes in Tallinn as well as the Estonian Academic Library. Having merged with such well-



established institutes as the International Institute of Social Sciences and the Estonian Institute of Humanities, its main strengths lie in the fields of humanities and social sciences, but it also has a strong and constantly growing component

of natural and exact sciences, as well as a long tradition of teacher training and educational research. The university consists of 19 academic institutes and 5 colleges. It has around 10,000 students as well as close to 500 faculty members and research fellows — on the whole being the fastest-growing university in the country. TU currently maintains over 30 inter-university agreements with universities in Europe, U.S., Japan, China, Russia, and several other countries as well over 400 Erasmus exchange agreements with universities from all over the European Union. The university organises summer and winter schools (Tallinn Summer School, Tallinn Winter School) and other short-term courses for foreigners.



Established in 1918, Tallinn University of Technology (TUT) is the only technical university in Estonia. TUT is a modern, international university teaching the newest knowledge and skills necessary for today's

international and competitive marketplace. With strong emphasis on internationalization, TUT has a

strong multicultural student body (there are students from over 60 countries), many international professors, great cooperation with the world's top universities (e.g., Berkeley, Stanford, Aalto, Shanghai Jiao Tong) and with international companies (e.g., Microsoft, Samsung, Skype etc). There are 19 fully accredited international degree programmes (Bachelor and Master level) that are available fully in English and ~14000 students. TUT has an office in Silicon Valley, California which offers internship and training possibilities. The cooperation and exchange programmes with world's top universities provides TUT students chance to study a semester or a year abroad.

**For urgent questions during the Conference, please contact:
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