



COLO  
WEBEN

UNBOXED'24

2<sup>ND</sup> TO 4<sup>RD</sup> OCTOBER

## DEAR UNBOXED AUTHOR AND PARTICIPANT,

**Bring your coffee mugs because you will experience  
one of the best coffees in the world: Colombian coffee!**

UnBoxed 2024 will be hosted in the vibrant city of Bogotá, Colombia, at Pontificia Universidad Javeriana from 2<sup>nd</sup> to 4<sup>rd</sup> of October. Nestled in the heart of the city, this campus is known for its active community engagement and offers a wide range of programs across various fields.

UnBoxed is a new initiative by the Design Factory Global Network (DFGN), evolving from the previous two editions of the DFGN research conference. This non-traditional conference is designed for experts, educators, and practitioners across the DFGN to come together, share, and explore innovative ideas. In 2024, this gathering is focused on the educational horizon, providing a collaborative space to rethink and reshape our approaches to teaching and learning. This two-day event is dedicated to unboxing themes that resonate deeply with the DFGN community.

UnBoxed is also a key part of our International Design Factory Week (IDFW), a vibrant five-day event where representatives from Design Factories worldwide reconnect to celebrate our shared passion for innovation. The week is filled with diverse activities and inspiring sessions, as the DFGN community brainstorms, plans, and shares best practices, all while strengthening bonds and immersing in the unique ecosystem of our local hosts, DFJ Bogotá Design Factory. As a participant in UnBoxed, you'll have the unique opportunity to engage with the entire DFGN community, all gathered in one place for this special week. And if you're both an IDFW representative and an UnBoxed participant, you truly get the best of both worlds!

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# Bogotá

## GET TO KNOW THIS WONDERFUL CITY

Bogotá is Colombia's capital, the largest city in the country, and the 5th highest capital city in the world, at 2.600masl (8.530ft). Bogotá is located in the centre of the country, in the Andes mountain range. With a population of approximately 8 million inhabitants, Bogotá is an important political, economic, and cultural hub of Colombia. The city offers a wide variety of activities for visitors, including museums, theatres, art galleries, cafes, restaurants, and nightlife.

Once you land, see the tallest mountains to identify where East is. In Bogotá, be always ready for rain, sun, cold and warm weather at any given time.

If you're attending UnBoxed on Thursday and Friday, we highly encourage you to arrive a bit earlier and join us for a voluntary recreational activity on Wednesday - free of charge! This will be a fantastic opportunity to experience the city firsthand, most likely through a guided city tour. Stay tuned for more details! If you'd like to participate, please let us know in advance by completing the survey during your conference registration. You can register for the conference [here](#) until September 3rd.



## COSTS RELATED TO UNBOXED'24

### What is covered by the event fee?

Please remember that you should register your participation and pay the fees by the 3rd of September [here](#). The fees for attending the 2-day event are:

- 50€ For Authors (including dinner)
- 100€ For Authors (excluding conference dinner)
- 75€ For external participants (excluding conference dinner)
- 125€ For external participants (including dinner)
- 50 € For dinner only guests (invited by authors; spouses, mascots, friends)
- 40€ For students (bachelor and master)
- 65€ For students (including dinner)

Please note that conference attendance is included for attendees of the International Design Factory Week 2024 (IDFW). Nonetheless, if IDFW representative submitted a contribution, all authors attending the event should register. This fee includes the program activities, the conference dinner, and a few meals but does not include accommodation, flights, or VISA expenses, which should be covered by the participants, as well as other costs.

DFJ Bogotá & DFGN Team will provide some of the meals during the event, but be mindful that you should account for some of them in your budget. To estimate the cost of staying in Bogotá, you can use [numbeo](#).





## ACCOMMODATION AND PRICES

Some pro-tips:

### Holiday Inn Express & Suites Bogotá

More info [here](#)  
Location [here](#)

### Ibis National Museum

More info [here](#)  
Location [here](#)

### NH Collection Bogota WTC Royal

More info [here](#)  
Location [here](#)

### Mercure hotel

More info [here](#)  
Location [here](#)

### Tequendama

More info [here](#)  
Location [here](#)

### Suite Jones

More info [here](#)  
Location [here](#)

## WHERE TO LAND

Welcome to El Dorado!

El Dorado International Airport (BOG) is the main airport in Bogotá and the most important in Colombia. It is in the top 3 busiest airports in Latin America. It is a modern large airport that offers domestic and international flights to numerous destinations. From the airport, you can reach the Pontificia Universidad Javeriana using the public transportation system of Bogotá.

**We recommend using only official taxis or transportation services through reliable apps like Uber, DiDi, or Cabify for your safety.** These options are safer and allow you to track your trip in real-time.

**Take care and enjoy your stay!**



## VISA INFORMATION

Depending on your nationality, you might need to apply for a visa to enter Colombia. For more information, please check this [link](#).

In addition, the International Affairs Office has prepared this spreadsheet for your reference: [VISA for COLOMBIA.xlsm](#).

Some authorities might require an invitation letter issued by the host. If you need one, please contact the DFJ Bogotá as soon as possible here: [ivorral@javeriana.edu.co](mailto:ivorral@javeriana.edu.co)

We will need the scanned copy of the passport where the visitor details appear to request this letter.





# PRELIMINARY PROGRAM

What will happen between Wednesday and Friday?

 IDFW activities

 UnBoxed activities


 Other Super Cool activities

**(For IDFW representatives only)**

	Wed Oct 2nd	Thu Oct 3rd	Fri Oct 4th
MORNING	IDFW activities	UnBoxed Registration	Workshops UnBoxed Storytelling Sessions
		Tour through campus	
LUNCH	Lunch break		
AFTERNOON	IDFW activities Time for Bogotá IDFW & UnBoxed	DFGN Educational Panel discussion	UnBoxed Insights Presentations Closing
		UnBoxed Hyperposters Showcase	
EVENING		UnBoxed Dinner	



Please note that this is a preliminary program and is subject to changes. The final program will be released in September.



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IDFW 2024

# SEE YOU THERE!

Psst... If you're curious about who created this amazing visual identity that beautifully captures Colombian culture, it was designed by the students at Design Factory Javeriana Bogotá and Cali.

**Special thanks to Sergio and Juan David.**