XIV Staff Training Week (6-10 May 2019)

6th May 2019 (Monday).

8:30 -10:00. Registry. Location: **Sala Triunfo (Complejo Administrativo Triunfo -Avenida del Hospicio s/n)** https://goo.gl/maps/pULnm8oiwoA2

10:00 – 11:00. **Official Welcome** to the University of Granada and **Presentation of the UGR** and the Vice-Rectorate for Internationalization. Location: **Sala Triunfo (Complejo Administrativo Triunfo -Avenida del Hospicio s/n).**

11:00 -12:00. **Modern Languages Centre** UGR. Location: **Sala Triunfo (Complejo Administrativo Triunfo -Avenida del Hospicio s/n).**

12:00 -12:50. Ice-breaking activity: **Spanish Survival Kit.** Location: Rectorate Building (Avenida del Hospicio s/n).

12:50 - 14:00. **Guided tour** to the Rectorate building: **Hospital Real (**XVI – XVIII century). Location: Rectorate Building (Avenida del Hospicio s/n).

7th May 2019 (Tuesday).

Track Libraries (Location: Hospital Real building. Avenida del Hospicio s/n.)
09.00-14.00: Welcoming the visitors in the historical library in the Hospital Real building followed by a tour to the premises. Keynote presentation on the BUG.

Track IT (Location: CSIRC – Mecenas Building – Fuentenueva Campus)
9:00-14:00
Welcome reception and introduction to the programme and practical aspects of the week by the head of the UGR's IT Department.
Tour of facilities.
Overview IT Services for Research and HPC.

Track Research Support Services (Room Sala de Conferencias - 6th Floor Location: Centro de Transferencia Tecnológica Building, Gran Vía de Colón 48). https://goo.gl/maps/DRWSyXt9HBz
9:00-10:15: Euraxess: Services and Research Career.
10:45-12:00: Research Transfer Office.
12:30-13:45: Reserach Overview at UGR

Track A - International Relations (Location: Room C. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2)
9:00 – 10:15: International Credit Mobility: Erasmus+ International Dimension -KA107.
10:45 – 12:00: International Information Services: Helping University Communities Move Around the Globe.
12:30 – 13:45: International School for Postgraduate Studies.

Track B - International Relations (Location: Room B. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2)
9:00 – 10:15. International Credit Mobility: Erasmus+ International Dimension -KA107.

10:45 – 12:00 International School for Postgraduate Studies.
12:30 – 13:45 International Information Services: Helping University Communities Move Around the Globe.

8th May 2019 (Wednesday).

Track Libraries (Fuentenueva Campus. Meeting point to be arranged on Tuesday's session)
09.00-14.00: Visiting the libraries in some faculties in the Campus Centro and Fuentenueva (city center):
Faculty of Law, Faculty of Engineering and Faculty of Science.

Track IT (Location: CSIRC – Mecenas Building – Fuentenueva Campus)
9:00-14:00
Management and administration of institutional databases at the University of Granada.
Customer support software at IT Department: platforms, support software, web services and howtos.
Computer Classrooms Department.

Track Research Support Services
9.00-10.30: International Projects: a case study (Erasmus+ KA2-CBHE *ICMED Project*). **Location: Room Sala de Conferencias - 6th Floor -Centro de Transferencia Tecnológica Building, Gran Vía de Colón 48.**
https://goo.gl/maps/DRWSyXt9HBz
11.00 – 13.15: Centre of Scientific Instrumentation (CIC) closed-up: how it works and guided tour. **Location: Centro de Instrumentación Científica (Campus Fuentenueva).**

Track A - International Relations
9.00-10.30: International Projects: a case study (Erasmus+ KA2-CBHE ICMED Project). **Location: Room C. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2.**
11:00-12.15. Incoming admission procedure and Orientation Week. Virginia Salazar. **Location: Room Aula TP 1 Aulario de Posgrado - Avenida Madrid, 28**
12.30-13.45. Our experience in the management of EU funds. Linara Kudasheva. **Location: Room Aula TP 1 Aulario de Posgrado - Avenida Madrid, 28**

Track B - International Relations
9.00-10.30: International Projects: a case study (Erasmus+ KA2-CBHE ICMED Project). **Location: Room B. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2**
11:00-12.15. Our experience in the management of EU funds. Linara Kudasheva. **Location: Room Aula TP 2 - Aulario de Posgrado - Avenida Madrid, 28**
12.30-13.45. Incoming admission procedure and Orientation Week. Virginia Salazar **Location: Room Aula TP 2 - Aulario de Posgrado - Avenida Madrid, 28**

Optional: 16:00. Visit to Sciences Museum "Parque de las Ciencias".
Meeting point: Parque de las Ciencias Av. de la Ciencia, s/n at 15.45

9th May 2019 (Thursday)

Track Libraries (Cartuja Campus. Meeting point to be arranged on Tuesday's session)
09.00-14.00: Visiting the libraries in some faculties in the Campus de Cartuja: Faculty of Education, Faculty of Humanities and Faculty of Economic and Business.

Track IT (Location: CSIRC – Mecenas Building – Fuentenueva Campus)
9:00-14:00
Infrastructure and eGovernment services at the University of Granada.
IT Networks Services and Telecomunication Infraestructure at the University of Granada.

Institutional videoconferencing services at the University of Granada.

Track Research Support Services (Location: Room Sala de Conferencias - 6th Floor -Centro de Transferencia Tecnológica Building, Gran Vía de Colón 48). https://goo.gl/maps/DRWSyXt9HBz
9.00-1015: Medialab. Research Laboratory for Digital Culture and Society.
10.45-12.00: The Research Support Office: International Projects. Yulia Melikhova (OFPI).
12.30-13.45: International Welcome Centre. Encarnación Collado Cañas and Silvia Bellón.

Track A - International Relations (Location: Location: Room C. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2)
9.00- 10.15: Recognition Process. Wenceslao Martín. **Room Aula A0**
10:45-12.00: Dissemination and promotion (web, social networks, mailing, brochure, information sessions). Carolina Glz Madrigal. **Room Aula TP 1**
12:30-13:45: E-Government and IT support for International Relations. Consuelo Justicia. **Room Aula TP 1**

Track B - International Relations (Location: Location: Room B. Complejo Administrativo Triunfo (Avenida del Hospicio s/n). https://goo.gl/maps/pULnm8oiwoA2)
9:00 -10:15. Recognition Process. Wenceslao Martín. **Room Aula A0**
10:45-12.00: E-Government and IT support for International Relations. Consuelo Justicia. **Room Aula TP 2**
12:30-13:45: Dissemination and promotion (web, social networks, mailing, brochure, information sessions). Carolina Glz Madrigal. **Room Aula TP 2**

Optional: Social evening at Carmen de la Victoria in Albaycín. 19:30 meeting point Plaza Nueva. (Carmen de la Victoria is a beautiful building of the University located in the historic quarter of Albaycín usually used as teacher's residence and cafeteria for meetings. It has wonderful gardens and an amazing view of Alhambra.
The idea is to have an informal meeting among the participants and the UGR staff who wants to join this social event. Each one pays their own drinks).

10th May 2019 (Friday): Location: Sala Triunfo (Complejo Administrativo Triunfo - Avenida del Hospicio s/n) https://goo.gl/maps/pULnm8oiwoA2

9:00 – 10:00. Academic offer and university life at Ceuta and Melilla Campus.

10:00-11:00. **"BREAKER" Centre for Entrepreneurship of the UGR**

12.00 - 13.00. **Closing ceremony** and **Concert** (brass quintet from the UGR Orchestra)

After the closing ceremony, participants will be able to finalise administrative procedures (certificates of participation and departure).

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