

ISEW

INTERNATIONAL STAFF EXCHANGE WEEK



**ISEW Admin Staff
@University of Helsinki
PRELIMINARY PROGRAMME
May 14 – May 18, 2018**

Day 1: KICK OFF DAY

Monday May 14

- Getting to know one another
- Briefing about the week
- Hitchhiker's guide to the University of Helsinki
- Get together evening

Day 2: HOST UNIT DAY

Tuesday May 15

- Quick course in Finnish
- Visiting your host unit
- Finnish dinner

Day 3: ADMINISTRATOR DAY

Wednesday May 16

- What are we all for: administrators supporting university core functions Participants' roundtable
- Evening special

Day 4: SERVICES DAY

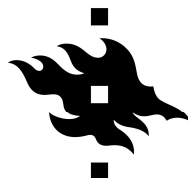
Thursday May 17

- Kaisa House: library designed for service
- Think Corner: venue for co-learning, co-creation and events
- Student Union: partnering for better student services

Day 5: FIN(N)ISH DAY

Friday May 18

- Visit to the Finnish Parliament
- Farewell lunch & certificates



UNIVERSITY OF HELSINKI