

BBA INSEEC

International

11 - 15 MAY 2020
BORDEAUX • LYON

WEEK



BBA INSEEC

LYON • BORDEAUX • LONDON • SAN FRANCISCO

WELCOME

Dear Partners, Colleagues, Academics,

We are pleased to invite you to the 13th International Week taking place on **May 11 - 15, 2020** at our campuses in Bordeaux and Lyon, France.

Since 2008 BBA INSEEC Ecole de Commerce Europeenne has been organizing a traditional international week which offers its students an opportunity to expand knowledge and skills in business area within international classes and to give them a flavor for future study abroad.

It is also a way of strengthening a fruitful collaboration with Partner Universities by encouraging a teaching mobility.

In addition to the lectures, opportunities to socialize with BBA INSEEC administrative and academic staff are also a part of programme.

The IW2020 event invites all participants to discuss, try out and share current trends, topics and models for developing education in the field of business.

The International Week in France would not be only a great opportunity to get to know our institution but also to experience the French culture and way of life.

We will arrange social activities (dinners, workshops) to offer participants networking informal conditions.

PROGRAMME

Guest lecturers have a choice to attend the event either on both campuses (transfer from Bordeaux to Lyon by plane being assured by BBA INSEEC) or to give lectures only at one location (ref. planning below):

Bordeaux - Lyon campuses | **11 -15 May 2020**

Bordeaux campus only | **11 - 13 May 2020**

Lyon campus only | **13 - 15 May 2020**

We do recommend participants to stay a minimum of three days and to give lectures on a mutually agreed topic(s) : Marketing, Finance, Business Management, Entrepreneurship, E-business, Interactive Business English, European, Institutions etc.

Guest lecturers are invited to suggest their study topics within the area of their expertise.

Teaching staff participants travelling within Erasmus are expected to give eight teaching hours in order to meet the minimum requirement.

The individual academic working frame would include:

- an academic module (2*3h) with an evaluation (0.5h) to be defined once a teaching topic is agreed;
- a participation in Academic Challenge Activity as Jury Member.

The working language of the week is **English**.

CAMPUS



CAMPUS



WEEKLY AGENDA

BORDEAUX CAMPUS

Expected arrival in Bordeaux : Sunday May 10, 2020

MONDAY 11 MAY

8:30 - 12 AM / Registration / Lectures
Lunch
2 - 5 PM / Lectures
7:30 PM / Social Networking

TUESDAY 12 MAY

9 - 12 AM / Lectures
Lunch
2 - 5 PM / Lectures
7:30 PM / Social Networking

WEDNESDAY 13 MAY

Meeting & Transfer to the airport
Flight from Bordeaux to Lyon
Transfer from the airport to hotel(s)

LYON CAMPUS

THURSDAY 14 MAY

8:30 - 12 AM / Registration / Lectures
Lunch
2 - 5 PM / Lectures
7:30 PM / Social Networking

FRIDAY 15 MAY

9 - 12 AM / Lectures
Lunch
2 - 5 PM / Lectures

Farewell

Expected departure from Lyon : Saturday May 16, 2020



REGISTRATION

STEP 1 : APPLICATION

Application Period: 19 December 2019 - 17 February 2020

Application Form Online :

<https://forms.gle/c5RNDRFrXUptciz46>

STEP 2: SUPPORTING DOCUMENTATION

To confirm your participation, we need you to provide us with the following documentation items to be addressed to international@insec.com by February 17, 2020:

- for all participants : CV / ID picture / Course Outline
- for participants attending both BBA INSEEC campuses : Copy of your Travel / ID card (Passport or EU ID for EU citizens).

STEP 3: CONFIRMATION

Confirmation on participation with an additional information on travelling and academic formalities is sent individually after the application period, once your candidature is approved.

Please note, we can only accept a limited number of guest lecturers and in order to guarantee a cultural diversity of IW2020 group, the number of participants is limited to two persons per institution.

Should you have further queries, please feel free to contact our International Office at international@insec.com.

FINANCIAL ISSUES

REGISTRATION FEE : no fee applied.

CATERING : lunches, refreshments and dinners are offered.

FLIGHT TRANSFER : covered if both locations attended.

SOCIAL ACTIVITIES : offered.

OTHER : guest lectures are expected to cover their travel, accommodation and daily allowance expenses.

EU FUNDING : Participants whose institutions are members of the ERASMUS+ mobility programme can apply for an ERASMUS+ grant through their home institution international office.

In case there is no Erasmus agreement between our institutions covering teacher mobility yet, we would care for extending existing agreements or set up new ones. For non-EU Partners, financial issues will have to be discussed bilaterally.

HOUSING

We invite participants to make their own accommodation arrangements since we do not have on-campus halls of residence. Information on hotels is provided through Accommodation facilities guide per campus.

We look forward to welcome you at BBA INSEEC-ECE Bordeaux – Lyon next May 2020!

CONTACT

CAMPUS BORDEAUX
26 rue Raze
33000 BORDEAUX

DEDIEU Aleksandra
Phone: +33 (0)5 57 87 70 45
adedieu@insec.com

CAMPUS LYON
25 RUE DE L'UNIVERSITE
69007 LYON

WEGOROWSKA Wioleta
Phone: +33 (0)4 78 27 50 17
wwegorowska@insec.com

INTERNATIONAL OFFICE
international@insec.com

