

STAFF TRAINING**IRO - Managing International Complexity****20th - 24th April****Program****Monday (20th)-**

9:30-10:00H - Arrival and registration

10:00-10:30H - Welcome Session- Vice Rector for External Relations and Alumni, Phd João Calvão da Silva and Head of the IRO and Institutional Coordinator, Phd Liliana Moreira

11:00-11:30H - Coffee Break

11:30-12:30H - Quality System at the University of Coimbra

12:30-14:30H - Lunch Break -offered by the UC

14:30 - Management of Outgoing Student Mobility, ECTS and other quality assurance tools
(Questions and answers Sessions)

Tuesday (21th) –

10:00-11:00H – International Cooperation Management

11:00-11:30H - Coffee Break

11:30-12:30H - Refugees - special channel for students, academics and professionals with refugee status

12:30-14:30H Lunch Break -self arranged

14:30 - International Marketing and Student Recruitment (Questions and answers Sessions)

Wednesday (22th)-

10:00-11:00H - Energy for Sustainability Initiative at the University of Coimbra

11:00-11:30H - Coffee Break

11:30- 12:30H -Management of Incoming Student Mobility, ECTS and other quality assurance tools

12:30-14:30H Lunch Break -self arranged

Afternoon - Free time for cultural programs - self-arranged

Thursday (23th)

10:00-10:30H - The role of the Faculty International offices

10:30-11:00H Coffee break

11:00- 12:30H -Cooperation with China and Visit to the "Confucio Institut"

12:30-14:30H Lunch Break -offered by the UC

14:30 -17:00H Visit to the University of Coimbra- World Heritage

Friday (24th)-

10:00-11:00H - Group reflexion and discussion

11:00-11:30H - Coffee Break

11:30 -12:00H - Summary and evaluation - Certificates and Documents

12:30-14:30H - Farewell Lunch (offered by the University of Coimbra)