

## KA107 INTERNATIONAL STAFF TRAINING WEEK<sup>1</sup>

VENUE: **SGH Warsaw School of Economics,  
al. Niepodległości 162, Warsaw, Poland**

DATES: **MONDAY 8<sup>th</sup> May – FRIDAY 12<sup>th</sup> May 2017**

MONDAY (May 8)		ACTIVITY
Room 151	10:00 – 11:00	Registration of the participants
		Formalities: Erasmus+ documents management
	<i>COFFEE</i>	
	11:00 – 12:15	<p><b>Welcome address</b> Prof. Jacek Prokop, Vice Rector for International Relations Mrs. Elżbieta Fonberg-Stokłuska, Head of International Centre</p> <p><b>Get to know each other</b></p> <p><b>Introduction to SGH Warsaw School of Economics and higher education system in Poland</b> Ms. Małgorzata Chromy, International Centre</p> <p><b>How to read Erasmus+ KA107 (Mobilities with Partner Countries)</b> Ms. Marta Ferenc, International Centre</p> <p><i>Questions and Answers session</i></p>
	12:20 – 13:20	<i>LUNCH TIME [on your own]</i>
	13.20 – 13.50	<p><b>How to become a leading student organisation at SGH?</b> Erasmus Student Network SGH Student Research Association of International Affairs</p>
	13:50 – 14:50	<p><b>Campus tour including visit to SGH Library</b> International Centre assisted by exchange students</p>
Self-exploring of the city; time for visiting museums		
Venue to be announced later	18:30	<b>Welcome dinner – taste of Polish cuisine</b>
TUESDAY (May 9)		ACTIVITY
Room 151	09:00 – 10:15	<p><b>What's up in education for youth and e-learning at SGH?</b> Ms. Katarzyna Mikołajczyk PhD, Ms. Dorota Popowska Open Education Centre</p>
		<p><b>How to find corporate partners and keep them?</b></p> <p><b>Good practices and experiences</b> Ms. Katarzyna Niedobit, Ms. Aneta Bujak, Centre for Corporate Relations</p> <p><i>Questions and Answers Session after both presentations</i></p>

<sup>1</sup> Subject to minor changes

	10:20 – 11:00	<b>Services for incoming and outgoing students</b> Ms. Monika Komorek, Ms. Agata Kowalik, Ms. Nadiya Skyba, International Centre + incoming students <i>Questions and Answers Session</i>
	11:00 – 11:30	<b>COFFEE BREAK</b>
	11:30 – 12:10	<b>Joint and double degree programmes – good practices on the examples of CEMS MIM and Master Double Degree Programmes</b> Dr Izabela Bergel, Ms. Małgorzata Chromy, Mr. Grzegorz Augustyniak, International Centre <i>Questions and Answers Session</i>
	12.10 – 13:30	<b>How to read Poland: crash course on history and culture</b> Ms. Małgorzata Nowicka, International Centre
	13:30 – 14:15	<b>LUNCH BREAK [on your own]</b>
	14:15	Meeting in front of the Main Building; transfer to the meeting place for the walking tour
	~15:00 – 17:00	A taste of Warsaw – City Walking Tour (around 2hrs)
<b>WEDNESDAY (May 10)</b>		<b>ACTIVITY</b>
Room 152	9:00 – 9:30	<b>Summer programs – their role in higher education</b> Dr Dominika Brodowicz, Head of Summer University Warsaw
	09:30 – 10:00	<b>Research services @SGH and programs open to institutions from EU partners countries</b> Mr. Mateusz Czepielewski, Project Support Office
	10:00 – 11:00	<b>Research at SGH – academic viewpoint</b> Professor Arkadiusz Kowalski Collegium of World Economy Discussion
	11.00 – 11.30	<b>COFFEE BREAK</b>
	11:30 – 13:00	<b>Introduction to Global Startup Ecosystem<sup>2</sup></b> lecture by Professor Marcin Wojtysiak-Kotlarski PhD
	13:00 – 14:00	<b>LUNCH TIME [on your own]</b>
	14:00 – 16:00	Individual meetings with faculty members and staff according to personal interests
<b>THURSDAY (May 11)</b>		<b>ACTIVITY</b>
Introduction to history and heritage of Poland – <b>Guided tour of Gdańsk historical centre</b> . More information in the guidebook		
	5:50	meeting at the Warszawa Centralna railway station
	6:20	departure to Gdańsk (9.06 arrival)
	17:25	meeting at the Gdańsk Główny railway station
	17:46	departure to Warsaw (8.40 pm arrival)

<sup>2</sup> Lecture with participation of students

FRIDAY (May 12)		ACTIVITY
Room 151	9:30 – 10:00	<b>Recruitment process at SGH</b> Ms. Diana Krysińska, Ms. Ewa Topolnicka, Promotion and Admission Office
	10:00 – 10:30	<b>Executive education at SGH</b> Ms. Magdalena Mazur, Office of MBA Programmes
	10:30 – 11:00	<i>COFFEE BREAK</i>
	11:00 – 11:30	Pre-departure formalities
	11:30 – 13:30	<b>What we could do together – possibilities of academic cooperation between SGH and Partner Universities</b> – discussion panel with the participation of SGH Authorities
	13:30	<i>COFFEE BREAK – farewell</i>