

# Programme of the Erasmus+ International Staff Training Week

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

DATES: **MONDAY 18<sup>th</sup> June – FRIDAY 22<sup>nd</sup> June 2018**

MONDAY (June 18)		ACTIVITY
Room 151	09:30 – 10:30	Registration of the participants Formalities: Erasmus+ documents management
		<i>COFFEE</i>
	10:30– 12:00	<ul style="list-style-type: none"> <li>Welcome address</li> <li>Get to know each other – short presentations of participants and their home universities<sup>1</sup></li> <li>Introduction to SGH Warsaw School of Economics and higher education system in Poland</li> </ul>
	12:00 – 13:00	<i>LUNCH TIME [on your own]</i>
	13:00 – 13:30	Campus tour including visit to SGH Library
	Self-exploring of the city; time for visiting museums	
<a href="#">Kuźnia smaku</a> Mazowiecka 10	18:30	Welcome dinner – taste of Polish cuisine
TUESDAY (June 19)		ACTIVITY
Room 151	09:00 – 09:35	Executive education at SGH
	09:40 – 10:15	How to find corporate partners and keep them? – <i>DISCUSSION</i> Sharing good practices and experiences
	10:20 – 11:00	Services for incoming and outgoing students – best practices
	11:00 – 11:30	<i>COFFEE BREAK</i>
	11:30 – 13:00	Presentations of Partner Universities for SGH students, faculty and non-faculty members <sup>2</sup>
	13:00 – 13:45	<i>LUNCH BREAK [on your own]</i>
	14:00	Meeting for the walking tour
	~14:15 – 16:15	A taste of Warsaw – City Walking Tour (around 2hrs)
WEDNESDAY (June 20)		ACTIVITY
Room 151	9:00 – 10:00	How to read Erasmus+ KA107 (Mobilities with Partner Countries)
	10:00 – 11:00	Research at SGH – academic viewpoint
	11:00 – 11:30	<i>COFFEE BREAK</i>
	11:30 – 12:30	Lecture by Prof. Katarzyna Żukrowska „ <i>Poland today. Cocktail of economics, politics, culture and history</i> ”
	12:30 – 13:00	What’s up in education for youth and e-learning at SGH? Summer programs – their role in higher education
	13:00 – 14:00	<i>LUNCH TIME [on your own]</i>
	14:00 – 16:00	Individual meetings with SGH students (going for exchange to participating universities) or SGH faculty members
THURSDAY (June 21)		ACTIVITY
Introduction to history and heritage of Poland – Excursion to <a href="#">Kraków</a>		
FRIDAY (June 22)		ACTIVITY
Room 151	10:00 – 10:30	Pre-departure formalities
	10:30 – 11:15	How to become a leading student organisation at SGH?
	11:15 – 11:45	<i>COFFEE BREAK</i>
	11:45 – 12:30	Joint and double degree programmes – good practices on the examples of Master Double Degree Programmes
	12:30 – 13:00	What we could do together – possibilities of academic cooperation between SGH and Partner Universities – discussion panel with the participation of SGH Authorities and faculty members
	13:00 – 13:15	Certificate awarding
	13:15 – 14:00	<i>COFFEE BREAK – farewell</i>

<sup>1</sup>3-min spoken presentations of participants

<sup>2</sup> PowerPoint presentations up to 10 mins; possible change of room to Aula 7 (3<sup>rd</sup> floor of the main building)