



Erasmus+



The University of Economics in Bratislava, Slovak Republic  
5th INTERNATIONAL TEACHING AND TRAINING WEEK 2017

*Effectively Managing Teams*



*Bratislava – Capital of Slovakia*



*Košice – European Capital of Culture*



*Levoča – UNESCO World Heritage site*

It is our pleasure to invite you to the **5th International Teaching and Training Week 2017 at the University of Economics in Bratislava, Slovak Republic**, which will take place from **16 to 20 October 2017**. This event aims to bring together teaching and training staff from our university and partner institutions in order to strengthen international networks and exchange ideas.

<b>Hosting Higher Education Institution:</b>	<b>University of Economics in Bratislava (UEBA) / SK BRATISLO3</b>
<b>Institution website:</b>	<a href="http://www.euba.sk">www.euba.sk</a>
<b>Country:</b>	Slovak Republic
<b>Language:</b>	English (a good communication level is required – at least B2)
<b>Dates:</b>	<b>16 to 20 October 2017</b>
<b>Maximum number of participants</b>	15
<b>Deadline for applying:</b>	<b>30 June 2017</b> (Acceptance decision by 10 July)
<b>Accommodation:</b>	Not provided in Bratislava (in case of interest, we can provide assistance); accommodation is provided in Košice
<b>Contact person details:</b>	Mr David Bocko, Department of International Mobility, University of Economics in Bratislava Dolnozemska cesta 1/b, 852 35 Bratislava, Slovak Republic Tel.: +421 2 6729 5386, E-mail: <a href="mailto:david.bocko@euba.sk">david.bocko@euba.sk</a>

We have prepared a rich programme for our guests, including:

- **A teaching staff exchange:** Participants will be offered the opportunity to teach and meet coordinators and contact persons from faculties and administrative units to participate in general activities (consultations with doctoral students) and gain an insight into current research projects.
- **A training staff exchange:** Participants will take part in one soft-skills workshop and a workshop on internationalization. We will facilitate meetings with administrative units relating to the professional profile of participants.
- **Extracurricular activities:** We offer opportunities to explore Slovak culture as well as Bratislava, Košice and Levoča (**UNESCO World Heritage**). All costs to Košice (flight tickets and accommodation) are covered by the University of Economics in Bratislava.

**We look forward to meeting you in Bratislava!**

# PRELIMINARY PROGRAMME

Teaching staff	Training staff
<b>MONDAY / 16 October 2017</b>	
Morning	<b>Arrival</b>
09:00–10:00	<b>Registration of participants and welcome coffee</b> / Main building, 3rd floor
10:00	<b>Opening session</b> Welcome address, introduction to the UEBA / Main building, Meeting Room, 3rd floor
11:00	<b>Campus tour</b>
12:30–13:30	<b>Lunch</b>
13:30	<b>Who is who: A presentation of participants' home institutions</b> / Main building, Meeting Room, 3rd floor
17:00	<b>Visit of the historical centre of Bratislava</b> (guided tour)

<b>TUESDAY / 17 October 2017</b>			
09:00	<b>Group photo</b> of the participants in front of the university		
09:15–12:30	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px dashed black; padding-right: 5px;"> <b>Lectures and consultations</b> according to your individual schedule  Optional participation in the <b>Internationalization and the Possibilities of International Academic and Research Cooperation</b> workshop                 </td> <td style="width: 50%; padding-left: 5px;">                     09:15 - 12:30    <b>Workshop: Internationalization and the Possibilities of International Academic and Research Cooperation</b> Main building, Meeting Room, 3rd floor                 </td> </tr> </table>	<b>Lectures and consultations</b> according to your individual schedule  Optional participation in the <b>Internationalization and the Possibilities of International Academic and Research Cooperation</b> workshop	09:15 - 12:30 <b>Workshop: Internationalization and the Possibilities of International Academic and Research Cooperation</b> Main building, Meeting Room, 3rd floor
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12:30–13:30	<b>Lunch</b>		
Afternoon	<b>Meetings, lectures and discussions</b> at different departments of UEBA (according to your professional background and choice), lectures and consultations after previous confirmation		
18:00	<b>Welcome dinner</b> as a possibility for informal networking		

<b>WEDNESDAY / 18 October 2017</b>			
All day	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px dashed black; padding-right: 5px;"> <b>Lectures and consultations</b> according to your individual schedule  Optional participation in the <b>Managing Teams</b> workshop                 </td> <td style="width: 50%; padding-left: 5px;">                     09:15 - 12:30    <b>Workshop: Managing Teams</b>, Peter Rusiňák - presentation coach, American Chamber of Commerce in Slovakia / Assembly Hall (Aula), Meeting Room                 </td> </tr> </table>	<b>Lectures and consultations</b> according to your individual schedule  Optional participation in the <b>Managing Teams</b> workshop	09:15 - 12:30 <b>Workshop: Managing Teams</b> , Peter Rusiňák - presentation coach, American Chamber of Commerce in Slovakia / Assembly Hall (Aula), Meeting Room
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12:30–13:30	<b>Lunch</b>		
17:00	Departure for the flight to Košice <i>Meeting point: Bratislava Airport (BTS)</i>		
18:55–19:50	Flight from Bratislava to Košice <b>Dinner in Košice</b>		

<b>THURSDAY / 19 October 2017</b>	
Morning	<b>Visit of the historical centre of Košice</b> (guided tour) <b>Campus tour of the Faculty of Business Economics located in Košice</b>
12:00–13:00	<b>Lunch</b>
13:15	<b>Trip to the historical town of Levoča</b> (UNESCO World Heritage site) <b>Meeting with the Mayor of Levoča</b> <b>Round-up session in Levoča Town Hall:</b> evaluation; handing out of certificates <b>Farewell dinner in Levoča</b>
Evening	<b>Departure from Levoča to Košice</b>

<b>FRIDAY / 20 October 2017</b>	
6:30	Departure for the flight to Bratislava <i>Meeting point: Košice International Airport (KSC)</i>
8:35–9:25	Flight from Košice to Bratislava
	<b>Final Departure</b>