



GEORG-AUGUST-UNIVERSITÄT
GÖTTINGEN



Erasmus+



Welcome!

Preliminary Programme
ALL GROUPS

14th International Erasmus+ Staff Training Week
ReSPECt - Reinforce Sustainability in Partnerships
and Exchanges to reduce Climate Impacts
11th —15th May 2020
at the University of Göttingen

Monday, 11 th May 2020					
Groups & Times	IT	International Office	Librarians The librarian group starts already at 09:00 am	Back Office / Administration	Academic & Student Affairs
13:30—15:30	13:00—13:30 Registration & Coffee				
	13:30—14:00 Introduction to Staff Training Week Programme, Locations and Organisation				
	14:15—14:30 Welcome Note				
	14:30—15:30 Presentation “Green Office” of the University of Göttingen				
15:30—17:30	15:30 Walk to the city centre (approx. 30-45 min)				
	16:30—17:30 Guided city tour in 2 groups				
18:00—approx. 19:30	18:00 Welcome Reception (Food & Drinks)				

Tuesday, 12th May 2020

Groups & Times	IT	International Office	Librarians	Back Office /Administration	Academic & Student Affairs
09:00—12:30	09:00—12:30 Presentation of the IT-Department	09:00—12:30 Workshop “Internationalisation of the Curricula”	09:00—12:30 Historical Library Tour Projects of the Department Special Collections and Conservation	09:00—10:30 Presentation Network of Secretaries & Discussion Presentation by Partners 11:00—12:00 Step by step to a Sustainable Office	09:00—12:30 Workshop “Internationalisation of the Curricula”
12:30—14:00 All Groups	12:30—13:30 Lunch Break (on own expense)	12:30—13:30 Lunch Break (on own expense)	12:30—14:00 Lunch Break (on own expense)	12:30—13:30 Lunch Break (on own expense)	12:30—13:30 Lunch Break (on own expense)
13:30—17:00	13:30—16:00 Green IT	13:30—16:00 Workshop “Internationalisation of the Curricula”	14:15—17:00 Göttingen Digitization Center Preservation and Conservation Group	13:30—16:30 German Language and Culture	13:30—16:00 Workshop “Internationalisation of the Curricula”
18:15—21:00 All Groups	18:15 Welcome Dinner				

Wednesday, 13th May 2020

Groups & Times	IT	International Office	Librarians	Secretaries	Academic & Student Affairs
09:00—12:30	09:30—12:30 Visit of the “GWDG” (transport is organized)	09:00—12:30 Sustainability in Partnerships and Exchanges - Challenges, Barriers and Goals Presentation, Workshop and Discussion	09:30—12:30 Projects of the Group Metadata	09:00—12:30 Visit of Faculties	09:30—12:30 Welcome and Introduction to the German Education System Student Information and Advi- sory Service Presentation by partners
12:30—13:30 All Groups	Lunch Break (on own expense)				
13:30—17:00	13:30—16:00 Presentations by Partners	14:00—16:00 Sustainability in Partnerships and Exchanges - Challenges, Barriers and Goals Presentation, Workshop and Discussion	15:00—15:30 User Services Information Literacy 15:00—15:30 Coffee break 15:30—17:00 Guided Tour – Learning and Study Building	14:00—16:00 <i>Sustainable</i> Event Management	14:00—16:00 Ideas Management Ideas Competitions for Stu- dents in order to sustainability increase and secure academic quality.

Thursday, 14 th May 2020					
Groups & Times	IT	International Office	Librarians	Back Office / Administration	Academic & Student Affairs
09:00—12:20	09:00—12:20 Administration and Management E-Learning Introduction and Presentation	09:00—12:20 Workshop Erasmus+ Dashboard and Online Learning Agreement	09:30—12:00 User Services Learning Environment – Collaborative working place	09:00—12:20 Presentations / Visits	09:00—12:20 Administration and Management E-Learning Introduction and Presentation
12:30 All Groups	12:30 Meeting in front of the Railway station (main entrance Berliner Str.)				
12:30— approx. 19:00	Discover the Surroundings of Göttingen <i>Meeting in front of the main entrance of the railway station—Berliner Str.</i> Visit of Goslar https://www.goslar.de/home-en <ul style="list-style-type: none"> • Regional train • Lunch time in a local restaurant (on own expense) • Guided Tour • Free time 				

Friday, 15 th May 2020					
Groups & Times	IT	International Office	Librarians	Back Office /Administration	Academic & Student Affairs
09:00—10:30	09:00—10:30 Digitalisation of Workflows	09:00—10:30 Presentation by Partners	09:00—10:30 Open Discussion Lab	09:00—10:30 Individual Meetings (only by arrangement in advance)	09:00—10:30 Individual Meetings (only by arrangement in advance)
11:00—12:00 All Groups	11:00—12:00 Feedback, Issue of Certificates and Farewell International Office, Foyer International				

Contact:

Karen Denecke, University of Göttingen, International Office
 e-mail: karen.denecke@zvw.uni-goettingen.de