



Erasmus Staff Training Week 2017

Continuous Connections: Before, During and After TTU

Preliminary agenda

May 8–11, 2017

For teaching and non-teaching staff

Dear Colleagues,

Tallinn University of Technology is pleased to announce that applications are now open for the eighth annual International Staff Training Week, which will be held from 8–11 May 2017.

During the week we will showcase services and initiatives which have been developed at Tallinn University of Technology to bring people closer to the University (from children to adults). The programme includes presentations as well as workshops and discussions on our experiences.

We are looking for active participants, willing to share innovative ideas and best practices from their home universities.

The Erasmus staff week is free of charge and includes a welcome dinner, coffee breaks and cultural activities. Participants are expected to cover their travel, accommodation and living expenses.

We can receive up to 20 participants, and no more than 2 participants per university will be accepted. To guarantee a realisation of the Staff Training Week, a minimum number of 8 participants in total is required. The application deadline is March 1, 2017. Acceptance will be confirmed by March 10, 2017. Please do not book your flights and accommodation before receiving the confirmation.

If you have additional questions, please, feel free to ask.

On Behalf of the Staff Training Week team of TUT

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Monday, May 8th

13.30–14.00	Registration
14.00–14.15	Welcome Speech and opening of the Staff Training Week
14.15–14.45	Presentation of Tallinn University of Technology
14.45–15.00	Coffee break
15.00–17.00	Introduction to Estonian language and a brief introduction of each participant
18.00	Welcome dinner

Tuesday, May 9th

10.00–11.00	Campus tour: visit of different academic and administrative units of Tallinn University of Technology
11.15–11.30	Coffee break
11.30–13.00	Tour of Tallinn University of Technology Innovation and Business Centre Mektory
13.00–13.30	Lunch <i>at your own expense</i>
13.30–15.00	A place where children get to have a first sneak peek of the University- TTU Mektory School of Technology. Workshop and best practices.
15.15–15.30	Coffee break
15.30–16.00	A step closer to the University- preparatory courses. The courses prepare secondary school students for school examinations and university entrance examinations.
Evening	Free time



Wednesday, May 10th

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| 10.00–11.00 | While studying at TTÜ- opportunities and services for students. International mobility and international relations. |
| 11.00–11.30 | Services offered to students by TTÜ-s Career Center. |
| 11.30–12.30 | Lunch <i>at your own expense</i> |
| 12.30–14.00 | Keeping the students interested in their studies- improving the quality of teaching through the usage of technology and making the teaching processes of STEM subjects more interesting trough engineering pedagogy. |
| 14.00–14.15 | Coffee break |
| 14.15–14.45 | Even though the students leave TTÜ after they graduate, TTÜ doesn't leave them. Opportunities and services for alumni to take part in our alumni movement. |
| 14.45–15.45 | Continuing education and open studies at TTÜ. |
| 15.45–16.30 | Round-up session: evaluation of the week's results |
| Evening | Free time |

Thursday, May 11th

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| 11.00–14.00 | Cultural activities, departure |
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