



INTERNATIONAL STAFF TRAINING WEEK
UNIVERSIDAD DE SEVILLA, SPAIN
May 15th – 19th 2023

Date: Monday 15th May 2023

Place: *Paraninfo*, Main Lecture Hall Rectorate (Calle San Fernando, 4)

Time	Session/Activity
09:00	Attendee Registration
09:30	Institutional Welcome and Presentation of Universidad de Sevilla - Mr Ángel Luis Trigo García, Director of International Strategy, Universidad de Sevilla - Ms Rosario Asián Chaves, Director of the International Centre, Universidad de Sevilla
10: 00	Spanish Service for the Internationalisation of Education (SEPIE) (pending confirmation)
11.00	Coffee Break
11.30	Presentation of Ulysseus Programme Ms Melania Rivers, Director of the General International Projects Office
12.15	Erasmus KA2 NanOer Project Ms Pilar Mercader Moyano, Project Coordinator
13:00	Guided Tour of the Rectorate
14:00	Welcome Lunch in the Rectorate Courtyard

Date: Tuesday May 16th, 2023

Place: *Salón de Actos* room, Centro Internacional (Avda. Ciudad Jardín, 20-22)

Time	Session/Activity
09:00	Distribution of cheques and bank visit to cash them
11:30	ROUND TABLE on INTERNATIONAL MOBILITY - The Welcome Office: Ms Rosario López Ruiz Technical Director of International Relations, Universidad de Sevilla - Incoming International Mobility: Ms María Gracia Suano Fernández, Manager of Incoming International Mobility, Universidad de Sevilla - Outgoing International Mobility: Ms Elena Martín Delgado Manager of Outgoing International Mobility, Universidad de Sevilla
13:00	Knowledge Transfer Office Ms Catalina Gómez Quiles, Director of Universidad de Sevilla's Secretariat for Knowledge Transfer and Entrepreneurship
13:30	Cooperation Development Office Mr Francisco J. Rivera de los Santos, Director of the Development Cooperation Office, Universidad de Sevilla
14:00	Lunch in the Centro Internacional

Date: Wednesday May 17th, 2023

Place: Reina Mercedes, Pirotecnia and Cartuja university campuses

Time	Session/Activity
10:00	Visit to the Reina Mercedes Campus Centers (Group 1) Meeting point: (pending confirmation)
10:00	Visit to the Pyrotechnics Campus Centers (Group 2) Meeting point: (pending confirmation)
10:00	Visit to Cartuja Campus Centers (Group 3) Meeting point: (pending confirmation)
13:30	Free time
19:00	Cultural activity organized by CICUS (Calle Madre de Dios, 1)

DATE: Thursday May 18th, 2023

Place: Biblioteca Rector Machado Library (Avda. de la Guardia Civil, s/n)

TIME	Session/Activity
9:30	Visit to Universidad de Sevilla's Antique Funds and Historical Archive
10:30	Transport to Pabellón de Uruguay for a presentation of the University Community's Assistance Service (SACU)
12:30	Universidad de Sevilla's Translation Service Mr Rafael Wagner Parets, Technical Manager, Teaching and Research Support, Universidad de Sevilla
13:30	Free Time
17:00	Visit to Alcázar Palace and Gardens

DATE: Friday May 19th, 2023

Place: Salón de Actos room, Centro Internacional (Avda. Ciudad Jardín, 20-22)

TIME	Session/Activity
10:00	Round Table to elicit conclusions from all participants; distribution of Attendance Certificates
13:00	International Week Closure