



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) <i>(pending confirmation)</i>
11.00	Coffee Break
11.30	Presentation of Ulyseus 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