

# First International Staff Week

## HIGHER EDUCATION FOR GLOBAL UNDERSTANDING

23—27 May  
2016

Polytechnic  
Institute of  
Tomar



We have the pleasure to invite you to our First International Staff Week

Our First International Staff Week aims to:

- Exchange good practices and experiences;
- Strengthen international cooperation;
- Promote relations between researchers;
- Expand international network;
- Discuss opportunities for future cooperation and participation in joint Masters, conferences and seminars;
- Promote a multicultural environment;
- Promote global understanding;
- Make a contribution to the International Year of Global Understanding;

### Polytechnic Institute of Tomar (IPT)

The Polytechnic Institute of Tomar is a relatively young institution. Its history dates back to early 1970's when it was created by ministerial decree, but it was only in 1982 that the School of Technology was set up. In 1986, the first degrees were created with classes being held in an old building downtown using laboratories located in several spots around the city. Finally, in 1992 it moved to a new campus of over 20 acres. Organised into three schools (the School of Technology and the School of Management at Tomar and the School of Technology at Abrantes), IPT was awarded independent status on 1 January 1997. It has two campuses, one in Tomar (the main campus) and another in Abrantes. Today, our academic community is made up of about 3500 people of which 3000 are students, 300 academic staff and 125 technical and administrative staff.

### Location

IPT is located in Central Portugal in the city of Tomar.

IPT has a privileged geographical position thanks to its centrality and proximity to the administrative capital, Lisbon (about 1 hour drive). In the vicinity of the region also are the Spanish border (about 1h30 drive) and Porto, the second most important city in the country (about 2 hours drive).



## The city:

Tomar is a medium-sized city located on the banks of the river Nabão with about 40,677 thousands inhabitants.

The streets and squares of the picturesque centre of Tomar are organised following a chessboard pattern. Scattered throughout the town there are many interesting houses with Renaissance, Baroque and Romantic façades. On a small Island in the middle of the river Nabão there is a park, the Mouchão gardens, that offers nice views of the city and its surroundings.

Tomar is also known as Templar city. The Templar Castle/Convent of Christ was the seat of the Order of the Temple until 1314, and of the order of Christ from 1357. It is one of the most significant historical and artistic monuments in Portugal, and therefore it has been awarded World heritage status by UNESCO IN 1983. Walking down these corridors you can almost feel the past and the way the Templars and Knights of the Order of Christ used to live.



## Our First International Staff Week is open to faculty and administrative staff of the following areas:

- International relations;
- Engineering;
- Humanities (Archaeology, History, Conservation and Restoration, and others);
- Arts (Graphic Design; Photography; Cinema and Video);
- Management;
- Tourism;
- Media Studies

## Costs:

Our Staff Week has no registration fees. The welcome lunch and dinner are included in the programme as well as the tour to the city, but the costs with travelling, accommodations and meals shall be supported by the participants. However the participants from our ERASMUS+ partner universities can apply, in their own Universities, for an ERASMUS+ grant to support these costs.

## Accommodations:

You have a good selection of accommodation options in Tomar. You can learn more at <http://www.cm-tomar.pt/index.php/pt/visitar-2/onde-dormir>. If you wish, we can help you book a room, all you need is to mention it in your application form.

## Travelling to Tomar:

The nearest airport to Tomar is the Lisbon Airport. From this airport it is easy to get to Tomar by train, bus or car. You can find further information in the section “How to get to Tomar” in our webpage <http://www.gri.ipt.pt/download/site/gri/GITownsandhowtogetthere.pdf>

## Submit your application:

To apply, please complete and return the attached application form until 23 March 2016 to: [gri@ipt.pt](mailto:gri@ipt.pt)

## Preliminary programme – 23 -27 May 2016

### Monday (May 23)

- 11:00 - 11:30 – Registration;
- 11:30 – 11:50 – Opening session by the President;
- 11:50 - 12:30 – Welcome address by Professor Doutor Luíz Oosterbeek Pro President for International Relations
- 12:30 - 14:00 – Lunch (at own expense)
- 14:00 -14:20 – Presentation of the Polytechnic Institute of Tomar by the Director of the International Relations Office;
- 14:20 – 14:30 – Presentation by the International Students Welcome Committee;
- 14:30 – 16:00 – Visit to IPT Campus;
- 16:00 – 19: 30 – Free time
- 19:30 – Welcome dinner with typical Portuguese food – historic centre (at IPT’s expense).

### Tuesday (May 24)

- 10:00 – 12: 30 – An overview of the Portuguese Language;
- 12:30 – 14:00 – Lunch (at own expense)
- 14:00 – 16:00 – Presentation of participants and partner Universities;
- 16:00 – 16:30 – Coffee Break
- 16:30 – 18:00 - Presentation of participants and partner Universities – 2nd session;

### Wednesday (May 25)

- 9:00 – 11:00 – Morning walk “Mata dos Sete Montes” and Castle (comfortable shoes);
- 11: 00 – 14:00- Free time and social activities;
- 14:00 – 18:00 – Tour around the city’s monuments by tourist train;



### Thursday (May 26)

- 9:00 – 12:30 – Good practices exchange workshops – 1<sup>st</sup> session (participants will be distributed across different rooms according to their topic of interest: Internationalisation at home; joint Masters; e-learning courses; research networks, other subjects);
- 12:30 – 14:00 – Lunch (at own expense) – Medieval cuisine festival – Templar Party;
- 14:00 – 16:00 – Good practices exchange workshops – 2nd session;
- 16:00 – 16:20 – Coffee break
- 16:20 – 18:00 – Good practices exchange workshops – 2nd session (continuation);
- 18:00 – 21:00 – Free time;
- 21:00 – 22:00 – Night walk – Mysteries of the Templars.

**Friday (May 27)** 10:30 – 12:30 – Sessions with the HE institutions on internationalization and outreach projects in line with the goals of the International Year of Global Understanding.

- 12:30- 14:00 – Lunch (at own expense);
- 14:00 – 17:00 – Sessions with the HE institutions (continuation)
- 17:00 – Closing session: President of IPT; Pro President for International Relations and IRO Director

- Musical/cultural event