



Erasmus+ Staff Week BIP
Professional Development for the International Staff
Adam Mickiewicz University
Poznań 2024

TIME	PROGRAMME
Friday, May 17 (virtual part)	
9:30 am	Introduction by Prof. Tomasz Brańka, Erasmus+ Institutional Coordinator
	How we do it: Managing the Erasmus+ project for higher education students and staff at AMU. Presented by Jagoda Jaskuła and Magdalena Antoniewska from the Erasmus+ office.
	Presentations of the participants (max. 5 min each)
Monday, May 20 (Welcome Center, Św. Marcin 78)	
9:00-10:00 am	Welcome coffee and registration.
	Opening ceremony Welcome speech by Vice-Rector for International Cooperation Prof. Rafał Witkowski, Head of International Office Joanna Barszcz
10:00 - 13:00	Presentation on: Intercultural communication workshop run by Joanna Domagała
13:00 - 16:00	City tour + culinary tourism part 1
Tuesday, May 21 (Welcome Center, Św. Marcin 78)	
9:00 - 10:30	The Do's and Don'ts of Coordinating Projects presented by Project Manager Jeroen Van den Bosch, PhD
10:30 - 14:00	The art of persuasion - how to effectively present your University?
Wednesday, May 22 (Morasko Campus/Welcome Centre)	
09:30 - 12:30	Critical thinking – workshop.
14:00 - 18:00	Generative AI in your office work. How to enhance your daily office workflow with new AI tools (part 1)
Thursday, May 23 (Welcome Center, Św. Marcin 78)	
9:30- 12:30	Critical thinking – workshop.
14:00 -18:00	Generative AI in your office work. How to enhance your daily office workflow with new AI tools (part 2)
Friday, May 24 (Welcome Center, Św. Marcin 78)	
9:30-10:00	Awarding of certificates
10:00-16:00	Culinary tourism part 2