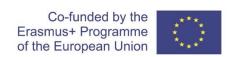


## SEA-EU STAFF WEEK

| Name of the session              | Joint research and innovation management staff week  |
|----------------------------------|--|
| Hosting Institution              | University of Split  |
| Starting –ending date of the     | 17-19 March 2020   |
| training                         |  |
| Language                         | English  |
| Profile of expected              | Supporting staff of the Project, Research and Technology   |
| participants (at least           | transfer Office  |
| precise if teaching staff,       |  |
| supporting staff, student) /     |  |
| prerequisite                     |  |
| Maximum number of                | 15 (3 per university: 1 from project office + 1 transfer   |
| participants                     | technology office + 1 research office)   |
| Contact person for details:      | Ivana Jadrić, ivana.jadric@unist.hr  |
| Contact person for               | Ivana Jadrić, ivana.jadric@unist.hr  |
| application :                    |  |
| Application Deadline :           | 15 February 2020   |
| General objectives of the week   | <ul> <li>Sharing the everyday work activities from all partner institutions related to research, projects and innovation</li> <li>analysis of inputs for creating a virtual platform and communication channel for Virtual Research and Project Office and Virtual Technology Transfer Office.</li> <li>Creation of platform for new joint projects</li> <li>Mapping of job shadowings</li> <li>Drafting the case studies and operating procedures for SOP manual</li> </ul> |
| Schedule of the training session | Day 1: presentation of project office, research and technology transfer activities by each university (3 presentations per university)  Day 2: design thinking workshop, brainstorming as a platform for identifying joint opportunities  Day 3: presentations of the joint opportunities, group reports   |





## **SEA-EU STAFF WEEK**

| Other information to share | If TTOs are not an integral part of the university but          |
|----------------------------|---|
| with applicants            | external companies are involved in these activities, it         |
| (expectations,)            | is recommended that a liason at the university is               |
|                            | present at the staff week. If it's not possible than the        |
|                            | arrival of a representative of such a company may be            |
|                            | funded by UNIST through Erasmus.                                |
|                            | Detail programme and the application form will be               |
|                            | published during the January 2020 at the web site:              |
|                            | sea-eu.org  |
| Selection procedure        | The ideal option is for each university to be attended by one   |
|                            | person who is an expert in the field of: projects, research and |
|                            | technology transfer.  |

If you are interested to join this staff week, please contact:

- the people in charge of the event in the Hosting Institution or fill the form
- the people in charge of mobility within your Own institution in order to apply to an Erasmus mobility grant.

