

22nd - 26th May 2023

INTERNATIONAL STAFF TRAINING WEEK

University of Tuscia
Rectorate Building
Santa Maria in Gradi, 4, Viterbo



UNIVERSITÀ
DEGLI STUDI DELLA
TUSCIA



Co-funded by the
Erasmus+ Programme
of the European Union

PROGRAM

MONDAY 22nd

09.30 AM | REGISTRATION DESK

Registration of participants

10.00 AM | AULA MAGNA

Welcome Session with Unitus Rector, Prof. Stefano Ubertini and Delegate of International Relations, Prof. Simone Severini

10.30 AM | AULA MAGNA

Introduction of UNITUS International Relations Office Staff and Staff Training Week Objectives & Goals

11.15 AM | MEDIEVAL CLOISTER

Coffee Break

11.45 AM | AULA MAGNA

Presentation of the University of Tuscia: Who we are, Our Values

12.15 PM | AULA MAGNA

Presentation of Partner Universities

01.30 PM | MEDIEVAL CLOISTER

Welcome lunch

03.00 PM | AULA MAGNA

Italian Crash course – Dr. Felicetta Ripa & Dr. Angela Fattoretti

04.00 PM - 05.00 PM | MEDIEVAL CLOISTER

Italian cuisine and overview of nutritional values of the Mediterranean Diet - How to taste Italy once back home

TUESDAY 23th

09.30 AM | AULA MAGNA

Presentation of the Unitus lab for innovative and inclusive teaching – Prof. Giuseppe Calabrò

11.30 AM | MEDIEVAL CLOISTER

Coffee break

12.30 PM | AULA MAGNA

Inclusion and diversity in administrative language – Prof. Sonia Melchiorre

13.30 PM | MEDIEVAL CLOISTER

Lunch time

02.30 PM | MEDIEVAL CLOISTER

Meet your outgoing students hosted by UNITUS

03.00 PM | AULA MAGNA

Administrative issues for the Erasmus+ mobility programme – Dr. Angela Fattoretti

04.00 PM - 06.00 PM

Viterbo city tour

WEDNESDAY 24th

09.30 AM - 05.30 PM

Journey to discover Bolsena lake, with lunch time in front of the lake / Thermal baths (*Terme dei Papi*)

07.00 PM - 10.00 PM

Social dinner at the University Farm

THURSDAY 25th

09.00 AM | AULA MAGNA

Internal Quality Assessment – Prof. Francesco Sestili, President of the Unitus Quality Center, in collaboration with Dr. Francesca Marzo and foreign experts

11.00 AM | MEDIEVAL CLOISTER

Coffee break

11.30 AM | AULA MAGNA

Workshop on Quality System

12.30 PM | MEDIEVAL CLOISTER

Lunch time

02.30 PM | AULA MAGNA

Research for Innovative Practices in Emergency Management of Erasmus Community (RIPEC)
How to freelance online. A tool box for digital freelancers and HE teachers (DiFree) -
Dr. Isabella Querci, Carolina Albasio University

04.00 PM | MEDIEVAL CLOISTER

Meeting (roundtables) with the Departments to explore possible collaboration opportunities

FRIDAY 26th

10.00 AM | AULA MAGNA

Overview and assessment of UNITUS STW

10.30 AM | RENAISSANCE CLOISTER

Certificate ceremony

11.00 AM | MEDIEVAL CLOISTER

Greeting cocktails

12.00 PM

Departure

CONTACTS



USEFUL INFORMATION



MOBILITY OFFICE and INTERNATIONAL COOPERATION - INTERNATIONAL STUDENT OFFICE

BOARD

Prof. Simone Severini,
Rector's delegate of International Relations

Dr. Carlo Contardo,
Head of International Relation Office

Dr. Agnese Aguzza,
Office Coordinator

TEAM

Dr. Felicetta Ripa,
Outgoing students KA 131 - KA 171 - Incoming students KA 131

Dr. Angela Fattoretti,
Internationalization program - Incoming students KA 171

Dr. Marcella Barone,
Internationalization program - International Students

Dr. Pavel Malyzhenkov,
Incoming staff KA 171 - Traineeship

Dr. Simona Digregorio,
International Students

HOW TO GET TO VITERBO

AIRPORTS / RAILWAYS



AIRPORTS

-**International Airport "Leonardo da Vinci"**, based in Fiumicino, Rome (IT)

-**International Ciampino Airport "G.B. Pastine"**, based in Ciampino, Rome (IT)



RAILWAY

-From the train station inside Fiumicino Airport, take the first train to **Roma Trastevere** (leaving at 27' and 57' every hour) and change train for Viterbo. From Trastevere there's a train to **Viterbo** at 56' every hour (i.e 9:56, 10:56, 11:56, etc.). Last train to Viterbo is at 08.56 pm;

-From Ciampino Airport, take the bus **Ciampino - Roma Termini** (Schiaffini or Terravision, at the parking in front of the arrivals). Journey time is approximately 40 min;

There are some trains also from **Roma Termini** and **Roma Tiburtina** train station, but we recommend to take the one from **Roma Trastevere**



TAXI

The journey from the airport to Viterbo costs from 120€ to 150€

USEFUL LINKS FOR ACCOMMODATION

[Tripadvisor.it](https://www.tripadvisor.it)



[Bed-and-breakfast.it](https://www.bed-and-breakfast.it)



[Bb30.it](https://www.bb30.it)



[Bbviterboantica.com](https://www.bbviterboantica.com)

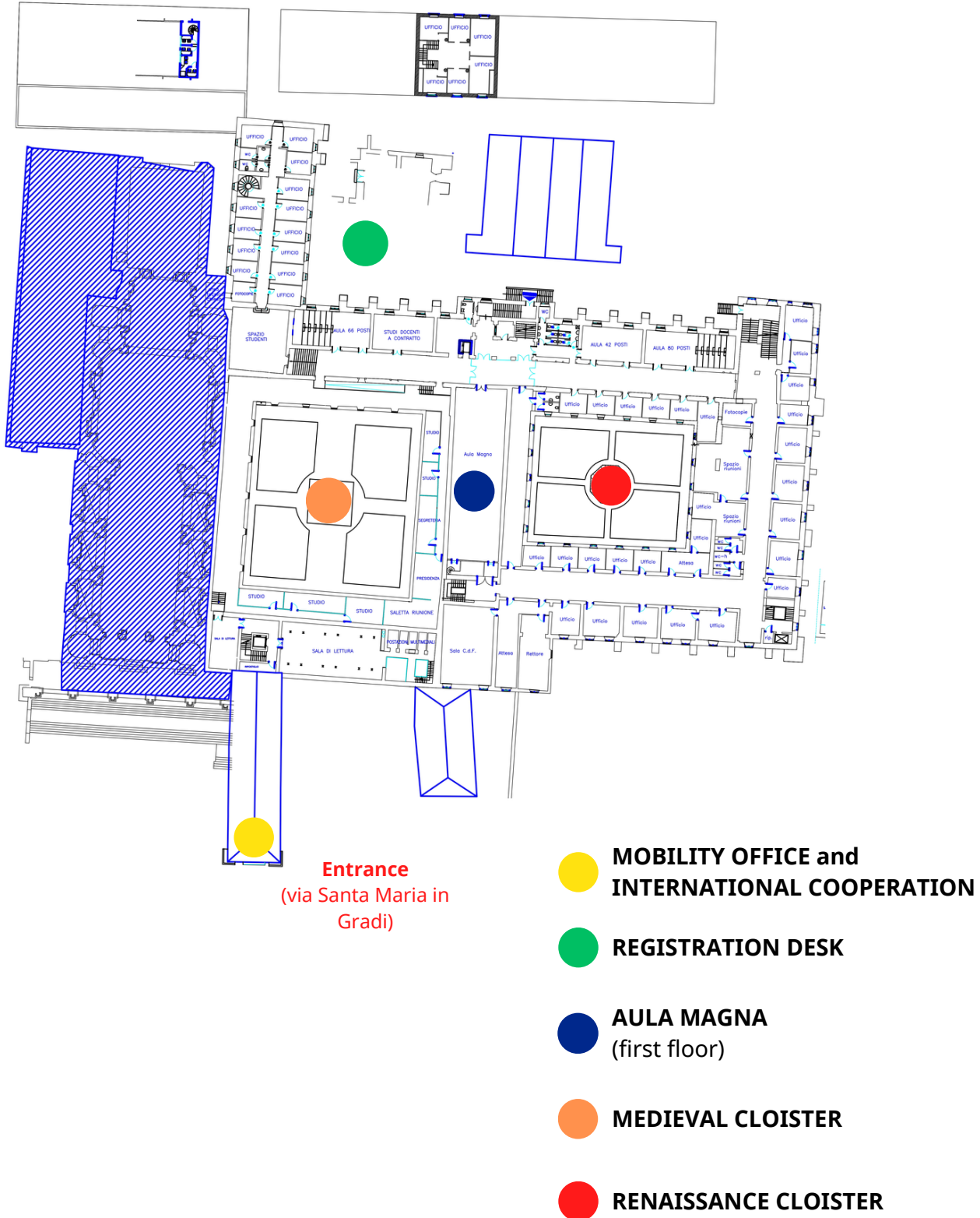


[Trivago.it](https://www.trivago.it)



LOGISTICS

RECTORATE BUILDING MAP





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