



Preliminary Programme
Konstanz University LLP Staff Training Week
March 28th to April 1st, 2011

Workshop A: Department of Politics and Management
Workshop B: University Administration: Student Affairs
Workshop C: Support Services for Academics

Monday	afternoon evening	Official Welcome and introduction to the University of Konstanz Dinner on invitation of the University of Konstanz
Tuesday	morning	Workshop A: Presentation of Partner Institutions (each 10 min) Workshop B: Presentation of Partner Institutions (each 10 min) Workshop C: Presentation of Partner Institutions (each 10 min)
	afternoon	Workshop A: Degrees, Learning Agreements, Transcripts Workshop B: Information and Orientation of Potential Students Workshop C: Welcome Center
Wednesday	morning	Workshop A: How to handle STT and motivate Teachers for STA? Workshop B: Application and Admission Procedures Workshop C: Academic Staff Development
	afternoon	regional excursion
Thursday	morning	Workshop A: Options for Joint Degrees and other projects Workshop B: Support Services for Students: Mentoring, Student Service Center, Career Service Workshop C: Research Support
	afternoon	Workshop A: Experiences with Intensive Programmes Workshop B: Administration of Exams, Transcripts, Diploma Supplements Workshop C: The "Zukunftskolleg"
Friday	morning	possibility to meet students (incomings/potential outgoings) Sum up
		Farewell Lunch on invitation of the University of Konstanz
	afternoon	Departure of participants