

Dear International Partner,

We are glad to invite you to the

INTERNATIONAL WEEK
held between May 6-11, 2019
at the University of Economics in Katowice, Poland

The general theme of the week is:

Internet Communication Management

The purpose of the event is to enhance international collaboration with our partners primarily in the field of teaching and learning. It will also be an opportunity for meeting and networking.

The topics proposed are interdisciplinary and suitable for both Polish and international students studying at our university in various programmes at the faculties of Informatics and Communication, Management, Economics, and Finance and Insurance. Hence, the lecture content can be either tailored to the needs of a highly specialized group or suited to a wider audience consisting of students of various specialisations.

The foreign lecturers will be asked to deliver a series of lectures (8 or 16 academic hours) to one student group in their respective field. The content of the lectures does not have to be limited to the specific topics listed below, as long as it reflects the general theme of the week.

The thematic list covers the following topics in two categories:

Management & Marketing	Information Communication Technologies
Internet Communication for Management and Marketing Research; Cross-cultural & Multi-cultural Business Communication; e/m-Learning, e/m-Training and Executive Training; Virtual Organization & Social Networking; Strategy Business Games; Multimedia Design; Content Management & Digital Rights Management; Ethical & Security Issues in Internet; EU & Global Integration in Internet; Data Science & Data Governance; Industry 4.0; Decision Making in Distributed Environment; Management 3.0; ICT Governance; Business Information Systems; SAP Integrated System Web Services Implementation	Internet Communication technologies and tools; Web Analytics & Web Intelligence ; Virtual Reality; 3D modelling; Communication, Collaboration and Information Sharing; Interoperability in e-Business/ e-Government; Business Process Modelling; Ontologies and Semiotics; Business Information System Design; Internet Communication Security; Privacy Control; Cloud Computing; Information Technology Management; Search Engine Marketing ; Information Retrieval; Knowledge Engineering; Geographical Information Systems; Logistics Information Systems; Ambient Technologies; Internet of Things; Smart City & Smart People;

Prospective participants are asked to discuss their topics with the academic coordinator of the International Week:

Prof. Małgorzata Pańkowska

Faculty of Informatics and Communication

Tel: +48 32 257 7292, mobile: +48 601 155 460, fax: +48 32 257 7000

E-mail: pank@ue.katowice.pl

Please note that lectures and classes need to be delivered in English. However, we leave the choice of teaching methods to the lecturers. Those could be classic lectures, workshops, discussions, projects and/or students' presentations, etc.

We would like to invite the teachers to stay with us for the five days between Monday and Friday. However, this period may be changed, if needed. Besides teaching, the programme will comprise other activities, including the Scientific Seminar, meetings with students and networking as well as a number of social activities.

Located close to the University:

[Ibis Budget Hotel](#)

[Novotel Katowice Centrum](#)

(if you choose this hotel, we send you information about a discounted price)

[Qubus Hotel Prestige Katowice](#)

[Hotel Diament Plaza Katowice](#)

[Hotel Diament Spodek](#)

[Quality Silesian Hotel](#)

[Economy Silesian Hotel](#)

[Hotel Katowice single](#)

[EuroResidence Apartament Home](#)

Please find enclosed a separate file with the registration form and the programme draft. We kindly ask you to fill in the registration form and send it by e-mail to pank@ue.katowice.pl by **20th of January 2019**.

Please feel free to forward a copy of this invitation to your colleagues at your university.

We are very much looking forward to seeing you in Katowice!

Contacts:

Prof. Małgorzata Pańkowska, Academic Coordinator of the International Week:

pank@ue.katowice.pl, tel: +48 32 257 7292

Erasmus office / International Relations, erasmus@ue.katowice.pl tel. +48 32 2577124 (Erasmus Mobility Agreements, scholarship possibilities)

See us on <http://www.intweek.ue.katowice.pl>

REGISTRATION FORM

Please return no later than 20th of January, 2019

Personal information

Institution:			
Family Name:		First Name:	
Position:			
Country		Address:	
Tel:		Address:	
E-mail:			

The aim of your visit

<input type="checkbox"/>	Teacher mobility
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Course details

(all fields are mandatory)

Course title:		
Academic hours: NOTE! Not less than 8 acad.hours, max 16		
Aims:		
Contents:		
Recommended reading:		
Target audience request	<input type="checkbox"/> Bachelor level students <input type="checkbox"/> Master level students	
Teaching methods		
Assessment methods	e.g., test, presentation, essay, project	

NOTE: Please attach your academic CV when returning your registration form as well as the Syllabus Form. Please, take into account that we kindly ask you to provide for students 8 - 16 hours of lectures.

If two teachers provide similar courses, we combine them into one course. Then one teacher has got only 8 hours, otherwise one teacher has got 16 hours autonomous course.

We are kindly asking you to prepare materials for 16 teaching hours and by the 15th of April, 2019 we will let you know how many hours you could have.

You are permitted to organize traditional lectures, discussions, workshops, students' presentations. The student work evaluation method is also selected by you. You can prepare open questions or tests, you can ask students for essays, PowerPoint presentations, or small projects.

For the International Week courses the computer labs and multimedia lecture rooms are reserved.

After your registration, you receive the Course Description Card and you will be asked to precisely present the course goals, contents, needed software, references, and student work evaluation methods.

Please, re-send the Course Description Card to intweek@ue.katowice.pl by 1st of February, 2019.

During the week, each teacher will work with a group of about 20 students.

The lists of students, including names and email addresses) will be available by 15th of April, 2019. In April 2019, we will ask teachers for online materials for students.

The online materials will be inserted into the Moodle system for students, so they can prepare to the course before the teachers' arrivals.

During the teaching days you will have coffee, lunch, and social events for free.

Please indicate your preference:

I would like to teach on:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

I will need photocopies of the hand-outs of my presentation

- Yes
- No

I will need photocopies of the hand-outs of the study materials (e.g., articles)

- Yes
- No

I will use

- Blackboard
- PowerPoint
- Internet (Special requirements: databases, software)
- Special equipment _____

I would like participate in

- Welcome dinner "Tatiana" Restaurant , <http://www.restauracjatatiana.pl/en/> (Mon, May 6)
- Song & Dance Ensemble Performance at University (Tue, May 7)
- "Smart Technologies & Smart Research " Seminar, 9th International Week Teachers Presentations (Wed, May 8)
- Trip to Silesian Museum in Katowice (Wed, May 8)
- musical/opera/symphonic orchestra concert (Thu, May 9)
- Silesia Region Authorities visit, Meeting with Katowice Major (Fri, May 10)
- Excursion to Tarnowskie Gory "Black Trout Adit" (Fri, May 10)
- Farewall dinner (Fri, May 10)
- Trip to Gliwice Castle, Radio Tower Museum (Sat, 29th of April)
- I need a Personal Letter of Invitation
- I'm going to come to the International Week within TS Erasmus Programme, therefore the travel, accommodation and meals (outside the official programme) will be paid for by my home institution, according to the ERASMUS bilateral agreement between the University of Economics in Katowice, Poland and home institution.

Preliminary arrival date: _____

Preliminary departure date: _____

International Relation's Officer in charge at my home institution is:

Name:

Address:

Phone:

Fax:

E-mail:

Please send the completed registration form and academic CV by e-mail/fax by **20th of January, 2019.**

E-mail: malgorzata.pankowska@ue.katowice.pl, intweek@ue.katowice.pl

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