



Strengthening Career Centres in Central Asia Higher Education
Institutions to empower graduates in obtaining and creating
quality employment

Practical Placement

9th November – 21st November 2015
FH JOANNEUM Graz

Objectives & Expected results	Del. 2.3: Practical placement 1 staff per CaCe will attain a 2-week practical placement in EU partner CaCe to enhance practical skills in view of providing efficient student support & multiply trainings later
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AGENDA

UNIWORK Practical placement

10/11/2015 (TUESDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:15	9:45	45 min	Pick-up @Hotel
10:00	12:00	120 min	FHJ guided tour – Visiting three different departments Rene Wenzel
12:00	13:00	60 min	Lunch time
13:00	14:00	60 min	Administrative issues (guest professor room) Rene Wenzel
14:00	14:30	30 min	Tour through the department – Getting to know everyone at the department Rene Wenzel
14:30	16:00	90 min	Time for own work/tasks (guest professor room)

11/11/2015 (WEDNESDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	11:00	120 min	Time for own work/tasks (guest professor room/meeting room)
11:00	14:30	210 min	Visit of marketing lecture (Marketing Communication) – How can lectures look like at a University of Applied Sciences Claudia Linditsch
14:30	15:00	30 min	Lunch break
15:00	16:00	60 min	The Austrian higher education system and the integration of career development services (guest professor room) Rene Wenzel

12/11/2015 (THURSDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	10:30	90 min	Time for own work/tasks (guest professor room)
10:30	11:15	45 min	Tour through the FH JOANNEUM Library – To which resources our students have access to Andrea Rieger
11:15	13:00	105 min	Time for own work/tasks and lunch break
13:00	14:30	90 min	Social Media –How Social Media can be used for getting into contact with students and project partners? Why is it so important to set up a social media strategy before starting? (SR56) Claudia Linditsch
15:00	17:00	120 min	Guided city tour – Getting to know the city of Graz and its main sights Maximiliano Diaz

13/11/2015 (FRIDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
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From	To	Duration	
9:00	10:00	60 min	Time for own work/tasks (guest professor room)
10:00	11:00	60 min	Extracurricular activities: Formula Student (Institute for Automotive Engineering) Gurtner Rudolf & Kurt Steiner
11:00	13:00	120 min	Time for own work/tasks and lunch break (guest professor room/meeting room)
13:00	16:00	180 min	AISEC Information Session + Visit at the University of Graz Rene Wenzel

16/11/2015 (MONDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	10:00	60 min	Time for own work/tasks (guest professor room)
10:00	12:00	120 min	International Office: How is student exchange done at FH JOANNEUM? Who are the partner institutions of FH JOANNEUM and which funding schemes can be used by the students aiming to go abroad? (International office) Anita Galler
12:00	13:30	90 min	Lunch time
13:30	15:00	90 min	Internships at FH JOANNEUM – How does the department support the students in finding an internships? Which support is given by the department during their first professional experience? (room 468) Rupert Beinhauer
15:00	16:00	60 min	Time for own work/tasks (guest professor room)

17/11/2015 (TUESDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	10:30	90 min	Time for own work/tasks (guest professor room/meeting room)
10:30	11:30	60 min	Introduction to Alumni Association & Business-University Cooperations through project lectures (SR 56) Lisa Mahajan
11:30	13:30	120 min	Time for own work/tasks and lunch break (guest professor room/meeting room)
13:30	14:30	60 min	Extracurricular activities: Wings for Life Project (Red Bull Charity Association Project) – What is it all about, what are the main activities and how did this project contribute to their project management skills? (meeting room) Florian Pammer, Johannes Fell, David Fösleitner (Students of our business programme)
14:30	16:00	90 min	Time for own work/tasks (guest professor room)

18/11/2015 (WEDNESDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	11:00	120 min	Time for own work/tasks (guest professor room/meeting room)
11:00	12:00	60 min	Student administration and admission tests (meeting room) Martin Pöllinger (Head of Student Administration)
12:00	13:30	90 min	Lunch break
13:30	15:00	90 min	Introduction to FH JOANNEUM MOOCS – COPE 14 and COPE 15 (Meeting room) Rene Wenzel
15:00	16:00	60 min	Time for own work/tasks (guest professor room/meeting room)

19/11/2015 (THURSDAY)			Venue: FH JOANNEUM; Eggenberger Allee 11; Graz
From	To	Duration	
9:00	11:00	120 min	Lessons learnt session (meeting room) Rene Wenzel
11:00	12:00	60 min	Student union visit – which services are offered by the student union of FH JOANNEUM to increase employability of students (student union office) Isabelle Scheibelhofer
12:00	15:00	180 min	Time for own work/tasks and lunch break
13:00	14:00	60 min	Innovative Learning at FH JOANNEUM – Which innovative learning modes can be used in order to facilitate learning for students (meeting room) Nastasia Sfiri
14:00	15:00	60 min	Time for own work/tasks
15:00	19:00	240 min	European Youth Award Festival – Pan-European Contest for young social entrepreneurs with digital solutions (Audimax) Rene Wenzel & Lisa Mahajan

20/11/2015 (FRIDAY)			
From	To	Duration	
			Time for your own disposal