

## STAFF TRAINING WEEK 2018 (STW 2018) DIGITALIZATION OF HIGHER EDUCATION (FOR ACADEMIC STAFF)

September 25 – 28, 2018

### VENUE:

**Alberta College (AK)**, Skolas Str. 22, Riga, LV1010, Latvia

**The University College of Economics and Culture (EKA)**, Lomonosova Str. 1/5, Riga, LV1019, Latvia

### TUESDAY, SEPTEMBER 25, 2018 (AK)

- 10:00 – 10:30 Registration, Welcome coffee at Alberta College
- 10:30 – 10:45 Welcome and presentation of Alberta College
- 10:45 – 11:00 Welcome and presentation of the University of Economics and Culture
- 11:00 – 12:30 Presentation of participant institutions
- 12:30 – 13:30 Lunch
- 13:30 – 14:30 Presentation of participant institutions
- 14:30 – 16:00 Ice-breaking activities
- 18:00 – 20:00 Welcome party

### WEDNESDAY, SEPTEMBER 26, 2018 (AK)

- 10:00 – 10:30 Welcome coffee at Alberta College
- 10:30 – 11:30 Introduction to e-learning
- 11:30 – 12:30 Introduction to Moodle and BBB
- 12:30 – 13:30 Lunch
- 13:30 – 15:00 E-course development workshop
- 15:30 – 17:00 Social programme event

### THURSDAY, SEPTEMBER 27, 2018 (AK)

- 10:00 – 10:30 Welcome coffee at Alberta College
- 10:30 – 12:00 Application of Digital Interactive Tools in a Learning Environment of Higher Education (take Your smartphones or tablets with You)
- 12:00 – 12:30 Coffee break
- 12:30 – 14:00 Usage of Infographics for Teaching
- 14:00 – 15:00 Lunch
- 15:30 – 16:30 Social programme event
- 19:00 – 21:00 Dinner

### FRIDAY, SEPTEMBER 28, 2018 (EKA)

- 10:00 – 10:30 Welcome coffee at the University College of Economics and Culture
- 10:30 – 11:30 BSS simulation
- 11:30 – 13:00 Scientific quest
- 13:00 – 14:00 Lunch
- 14:00 – 15:00 STW2018 Closing ceremony, Certificates

### CONTACT INFORMATION

**Olga Čivžele**, Erasmus+ coordinator of Alberta College, e-mail [albertacollege.erasmus@gmail.com](mailto:albertacollege.erasmus@gmail.com), mob. (+371) 29823128

**Marina Tihomirova**, Erasmus+ coordinator of EKA, e-mail [erasmus@eka.edu.lv](mailto:erasmus@eka.edu.lv), mob. (+371) 24429068