



Programme

Scientific Academic and Administrative Staff Delegations

You will find below the programmes of the three different type of scientific academic and administrative staff delegations are expected in Liège from the 11th until the 17th of October :

- Participants to the MOOC training
- Participants to the jobshadowing activities
- UNIC staff

➔ **Please note that all times are indicated in Central European Time**

Information Covid-19

All travellers to Belgium and planning to stay for more than 48 hours on the Belgian territory must fill in the Passenger Locator Form (PLF). If you arrive:

- by boat or plane, the PLF is compulsory even for a stay of less than 48 hours.
- by train or bus from a country outside the EU or the Schengen area, the PLF is compulsory even for a stay of less than 48 hours.

The PLF must be filled in individually (one per person) and honestly: it will be requested before your boarding and/or at your arrival in Belgium. Once the form is submitted you will receive a QR code by e-mail as well as a text message with customised measures depending on your PLF (test, quarantine, etc.).

Attention ; if you come from a considered "high-risk" zone, you will have to be quarantined for 14 days at your arrival (at the place you indicate on the PLF).

Website with all official information regarding the Covid-restrictions : <https://www.info-coronavirus.be/en/faq/>

All travellers to Belgium and planning to stay for more than 48 hours on the Belgian territory must fill in the Passenger Locator Form (PLF) : <https://travel.info-coronavirus.be/public-health-passenger-locator-form>

Contact details

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MOOC Training			
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Monday 11 October

Time	MOOC Training	Jobshadowing activities	UNIC Staff
Evening	18.00-19.00 Kick off meeting <i>Location : ULiège Main Hall - XX Août Square 7, 4000 Liège</i> https://g.page/ULiege?share 19.30-21.30 : Dinner <i>Location : Le Bruit qui court - Bd de la Sauvenière 142, 4000 Liège</i> https://goo.gl/maps/Ldu54R3YpSvntZ4f8		<i>For early arrivals, see programme MOOC training and jobshadowing activities</i> <i>If you are already in Liège, please fill in the « dinner Excel sheet » click here</i>

Tuesday 12 October

Time	MOOC Training	Jobshadowing activities	UNIC Staff
Morning	9.30-12.00 : MOOC Session – Technical Training 9.00 – 9.30 : Transport Liège – Sart Tilman <i>Meeting point : ULiège Main Hall - XX Août Square 7, 4000 Liège</i> https://g.page/ULiege?share 9.30 : Welcome of the participants – Coffee 9.40 : Presentation of the MOOC team 10.00 : Presentation of the equipment of the studio B9 10.15 : Passage in front of the « green background » 11.30 : Experience feedback <i>Location : Studio B9 - Sart Tilman Campus</i> https://www.campus.uliege.be/cms/c_1813173/fr/b9-poste-central-d-alarme	10.00-12.00 : Jobshadowing session - Human Resources Administration <i>Location : Salle de l'Horloge - XX Août Square 7, 4000 Liège</i> Contact person : Karen Valdiviezo (+ 32 (0) 4 366 54 18 ; vismonjob@uliege.be)	<i>For the early arrivals, different options :</i> - Visit of the City - Programme of the participants to the jobshadowing activities - Programme of the students <i>If you are already in Liège, please fill in the « dinner Excel sheet » click here</i>
Lunch	12.00-13.00 : Lunch break <i>Location : Sart Tilman Campus</i>	12.00-13.00 : Lunch break <i>Location : UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège</i>	





Afternoon Session	13.00-16.00 : MOOC Session – Technical Training 13.00 : Presentation of other techniques (interview, etc.) 13.20 : Presentation of frame.io (video editing) 13.30 : Observation of video montages 13.40 : Group work on storyboards + first shootings 16.00 : Conclusion of the day <i>Location : Studio B9 – Sart Tilman Campus</i> https://www.campus.uliege.be/cms/c_1813173/fr/b9-poste-central-d-alarme	13.30 Departure <i>Meeting point : Main Hall, Place du XX Août</i> 14.00-17.00 : Jobshadowing session – Aquarium Museum <i>Location : Quai Edouard Van Beneden 22, 4020 Liège</i> Contact person : Marie Bournonville (+32 (0) 4 366 50 31 ; marie.bournonville@uliege.be)	
Evening	18.30-21.00 : Dinner <i>Location : UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège</i>		

Wednesday 13 October

Time	MOOC Training	Jobshadowing activities	UNIC Staff
Morning session	9.00-12.00 : UNIC Teambuilding Activities <i>Location : Espace Créativité Galerie Opéra, Galerie Opéra 1, 4000 Liège</i> https://goo.gl/maps/ZiJVwYitt3aq1Kdx8		
Lunch	12.15-13.45 : Lunch break <i>Location : UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège</i>		
Afternoon session	14.00-17.00 : MOOC Session – Discussions around the framing and the content of the UNIC MOOC <i>Location : Computer Centre for Philosophy and Literature, big room - XX Août Square 7, 4000 Liège</i> Contact number for the room : + 32 (0) 4 366 55 09	14.00-18.00 : Available slots for bilateral meetings <i>Location : Availability of the small and medium room of the Computer Centre for Philosophy and Literature - XX Août Square 7, 4000 Liège</i> Contact number for the room : + 32 (0) 4 366 55 09	14.00-17.00 : General Executive Office Meeting <i>Location : Salle de l'Horloge - XX Août Square 7, 4000 Liège</i> Note : Hybrid meeting – Teams link If you are already in Liège, please fill in the « dinner Excel sheet » click here
Evening	Informal dinner at the Brasserie Curtius <i>Location : Impasse des Ursulines 14, 4000 Liège</i>		





Thursday 14 October

Time	MOOC Training	Jobshadowing activities	UNIC Staff
Morning session	9.30-12.00 : MOOC Session – Technical Training 9.00 – 9.30 : Transport Liège – Sart Tilman <i>Meeting point : ULiège Main Hall - XX Août Square 7, 4000 Liège</i> 9.30 : Welcome of the participants – Coffee 9.40 : Back to the videos shot started on Tuesday 10.00 : Activities to be done in a MOOC + quality criteria. 10.20 : Target audience for MOOCs 10.40 : Integration of MOOCs into the curriculum 11.00 : Group work on the MOOC script + Final filming 12.00 : Conclusions of the day <i>Location : Studio B9 – Sart Tilman Campus</i>	9.30 – 10.30 : Jobshadowing session – Quality Management and Accompaniment Department Contact person : Catherine Vandeleene (+32 (0) 4 3663342 ; catherine.vandeleene@uliege.be) 11.00 – 12.00 : Jobshadowing session – Quality of Student Life Department Contact person : Céline Mathy (+32 4 3662082 ; celine.mathy@uliege.be) <i>Location : Computer Centre for Philosophy and Literature, medium room - XX Août Square 7, 4000 Liège</i> Contact number for the room : + 32 (0) 4 366 55 09	<i>Parallel sessions</i> 8.30-11.30 : Management board meeting 8.30-9.00 : Welcome coffee 9.00-11.30 : Meeting <i>Location : Salle du Rectorat, XX Août Square 7, 4000 Liège</i> <i>Note : Hybrid meeting – Teams link</i> 9.00-11.30 : WP5 Meeting <i>Location : Computer Centre for Philosophy and Literature, big room - XX Août Square 7, 4000 Liège</i> Contact number for the room : + 32 (0) 4 366 55 09 Note : Connected room with a capacity of 15 persons 9.30-11.30 : WP3 Meeting <i>Location : Salle Zoom, HEC Management School, Rue Louvrex 14, 4000 Liège</i> <i>Note : Connected room with a capacity of 20 persons</i> Contact person for the room : Salvatore Fanara (+ 32 4 2327378 ; salvatore.fanara@uliege.be) 11.30 : Departure to the Town Hall of Liège
Lunch	12.30 – 13.30 : Lunch break <i>Location : UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège</i>		12.00 - 13.40 : Lunch at the Town Hall of Liège (see list of participants) <i>Location : Place du Marché 2, 4000 Liège</i> For the others, lunch break at the UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège
Afternoon session	13.30-14.30 : Possible MOOC Session with discussions around the framing and the content of the UNIC MOOC or free time <i>Location : Salle de l'Horloge - XX Août Square 7, 4000 Liège</i>	13.30-14.30 : Available slots for bilateral meetings <i>Location : Availability of the small and medium room of the Computer Centre for Philosophy and Literature - XX Août Square 7, 4000 Liège</i>	14.00 - 16.30 : Stakeholder Board Meeting between Rectors and City Representatives <i>Location : Palais Provincial, Pl. Saint-Lambert 18A, 4000 Liège</i>
	15.00-17.00 : Cruise on the Meuse Location : Aquarium-Museum, Quai Edouard Van Beneden https://g.page/aquarium-museum?share		





Evening	18.00-21.00 : Opening Ceremony of the Festival • 18.00 - 18.30 CET: Reception and Opening • 18.30 - 19.10 CET: Start of the Ceremony and Official Opening by the Authorities • 19.10 - 19.30 CET: Concert of the Student Orchestra of Engineers of Liège • 19.30 - 21.00 CET: Cocktail Reception with Concert of Clément Dechambre Trio <i>Location : Academic Hall, University of Liège - XX Août Square 7, 4000 Liège</i>
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Friday 15 October – UNIC CityLabs Festival

Time	MOOC Training	Jobshadowing activities	UNIC Staff
Morning	Either MOOC session with discussions around the framing and the content of the UNIC MOOC or participation to the CityLabs Festival Activities : www.unic-citylabs.uliege.be	Either bilateral meetings or Festival CityLabs activities (all the programme : www.unic-citylabs.uliege.be) <i>Location : Availability of the Salle de l'Horloge - XX Août Square 7, 4000 Liège</i>	UNIC CityLabs Festival www.unic-citylabs.uliege.be <i>please be aware that you need to register, for all activities.</i>
Lunch	Lunch <i>Location : UNIC Tent at the University of Liège - XX Août Square 7, 4000 Liège</i>		
Afternoon	Either MOOC session with discussions around the framing and the content of the UNIC MOOC or participation to the CityLabs Festival Activities : www.unic-citylabs.uliege.be	Either bilateral meetings or Festival CityLabs activities (voir programme Festival) <i>Location : Availability of the Salle de l'Horloge - XX Août Square 7, 4000 Liège</i>	UNIC CityLabs Festival www.unic-citylabs.uliege.be <i>please be aware that you need to register, for all activities.</i>

Saturday 16 October – UNIC CityLabs Festival

All the programme : www.unic-citylabs.uliege.be → please be aware that you need to register, for all activities except to « Opening session » on 14/10 at 18.00

