

Consortium Erasmus Al Sud

Staff Training Week, Beja 02 – 06 June 2014

Invitation

The Consortium Erasmus Al Sud¹ is pleased to announce the 2nd Staff Training Week in June 02 – 06, 2014 and looks forward to your participation!

The staff training week is taking place at the Polytechnic Institute of Beja *campus*, and during the programme participants will have the possibility to attend seminars and training sessions, in and outdoor, to networking and getting involved in the “Alentejo’s” atmosphere, visit the University of Évora and the World Heritage city of Évora.

The Consortium Erasmus Al Sud

The Consortium integrates five Portuguese higher education institutions, namely the Universities of Algarve, Évora and Lisboa and the Polytechnic Institutes of Beja and Setúbal and intends to create synergies between Higher Education Institutions (HEIS), **University and Polytechnic**, assembled to form an extensive network of educational institutions, municipalities, companies and other organizations.

The main mission of this consortium is to strengthen the link between the HEI and Portuguese companies/organizations, stating by their visibility on a European scale, while promoting cross-border cooperation, and with the commitment to **empower regional and local development** of the geographic areas covered by the consortium institutions network, by enhancing the circulation of knowledge, through the formation of partnerships with local authorities and companies/organizations in territories tend to be aged.

The programme of the Staff Training Week

The programme is mainly focusing on issues related with the management of Consortia and the promotion of student’s employability. Participants will have the opportunity to acquire and share information, to look at different projects, to exchange experiences and practices under this field. Our aim is to contribute to identify best practices and approaches towards the management of Erasmus Consortia by strengthening the existing cooperation with partners, both higher education institutions and enterprises, and exploring new collaboration possibilities for the future.

Who should participate?

The *Erasmus Al Sud* Staff Training Week is open to all administrative staff members of our partner universities and enterprises and is particularly targeting those working with Consortia and Erasmus placements, student’s services and career support.

¹ The Consortium *Erasmus Al Sud* integrates five portuguese higher education institutions located in the south of Portugal: the Universities of Lisboa, Évora and Algarve and the Polytechnic Institutes of Beja and Setúbal.

Accepting up to 20 participants, the *Erasmus Al Sud* Staff Training Week aims to create an interactive learning environment in which all participants are invited to actively contribute. It is a unique opportunity for staff to develop personal and professional skills, to participate in various social and cultural events, and meet with staff of the Portuguese higher education Institutions integrating the Erasmus Consortium *Al Sud*.

Programme and registration

The preliminary programme is attached. The participants have the possibility to introduce their home institutions (5 min presentation) and participate actively in the several workshops.

Accepting up to 20 participants, the *Erasmus Al Sud* Staff Training Week is privileging the contribution to the final programme and the cultural diversity of the participants and is assuming as participant's selection criteria:

- a) The professional scope: international office and student's career services
- b) The home institution: till 2 participants by institution;
- c) The nationality: the most diverse as possible.

The application form should be submitted by email to erasmusalsud@ipbeja.pt, until 10 April 2014. We will be able to confirm your participation by the end of April 2014.

Costs

The participation fee is 150,00 € (euros), which includes documentation, all coffee-breaks, 4 lunches, 2 dinners (social programme), cultural visits and the required transportation to attend the several outdoor activities.

Please do not make travel arrangements before your participation is confirmed. Each participant in the *Erasmus Al Sud* Staff Training Week will receive detailed information on payment details and an invoice covering the participation fee will be issued.

The participants are expected to cover their travel to Beja, the accommodation and other meal costs themselves. For this the participants are recommended to apply for Erasmus staff training grants from their home universities.

Deadlines

- Submit the application: 10th April 2014
- Participants confirmation by the organisers: 18th of April 2014
- To transfer the participation fee to the organisers: 02nd of May, 2014

Venue

The *Erasmus Al Sud* Staff Training Week's activities will take place at the Polytechnic Institute of Beja *campus* (10 – 15 minutes walking from the city centre).



Accommodation

The *campus* of the Polytechnic Institute of Beja (IPBeja) is located about 10-15 min walk from the city centre. The participants can choose the most suitable hotel, in the city centre or near the *campus*.

The participants should do their hotel booking themselves choosing from the suggested list of hotels (attached). The IPBeja has been negotiating special fares with the local hotels. When contacting the hotels participants should mention that are *coming to the Polytechnic Institute of Beja to participate in Erasmus Al Sud Staff Training Week 2014*.

How to get to Beja

Beja is located in the region of Baixo Alentejo, approximately 180Km south of Lisboa and 160Km north of Faro. Lisboa and Faro are the nearest international airports.

- Arriving from Lisbon

To take the bus or the train from the airport the best way is to take the subway / metro (direct connection from the airport: red line last station) and reach the Gare do Oriente (Railway Station) and Sete Rios/Jardim Zoológico (Bus Station). The metro tickets can be bought in the ticket machines at the metro's station entrance (fare +/-1,50€) or at the desks of the TOURISM or CARRISTUR on the Airport arrival lobby.

The average journey time on train is about 2h30, and the cost is around 16,00 € (Lisbon – Beja, one way). You will have to take the train in direction to Évora and change at Casa Branca.

If you chose to travel to Beja by Bus, the average journey time is around 3h00, and the cost is around 14,00 € (one way).

If you prefer to spend some time in Lisbon, in the city center, you can catch the: Nº 91 (Aerobus) - makes the run between Lisbon Airport and the city center. Service begins at 07:45am and ends at 08:15pm. Buses are available every 20 minutes. The ticket may be purchased from the driver as you board the bus. Ticket for all-day travel (+/-3,5€).

Taxis in Lisbon

There are two taxi stands within the perimeter of the Lisbon airport, one at arrivals and the other at departures. The fare on the taxi meter should read 3.00€ (daytime pick-up). Outside the city limits, city fares are charged per kilometer (km=0,42); 1,60€ is charged for the transportation of luggage or animals. Before taking a taxi, inquire about the fare (an additional 20% is charged for services on Saturdays, Sundays and holidays and for nighttime service from 9pm to 6am).

You can get more info and purchase a Taxi Voucher at the Tourism Information Counter in the Airport's Arrivals Hall.

- Arriving from Faro

Please note that the connections from Faro to Beja are quite difficult and restricted, so participants are advised to check in advance for the transport possibilities available (bus and train).

Taxis in Beja

Once in Beja, the best way to reach the Hotel is by taxi. The average fare is 3.25€ (3.90€ during weekends and after 9pm). Telephone: (00351) 284 322 474

Useful links

Transportation

Bus - National Network - www.rede-expressos.pt/default.aspx

(Departure: LISBOA / Destination: BEJA)

Train - www.cp.pt

(From: LISBOA - ORIENTE / To: BEJA)

IPBeja

Home page - www.ipbeja.pt

City and region of Beja

Home page of city of Beja: www.bejadigital.pt/default.aspx

Touristic information on Alentejo: www.visitalentejo.pt/

Touristic information on Portugal: www.visitportugal.com



Contact person

Ms. Maria Cristina Palma _ Consortium Erasmus Al Sud
e-mail: erasmusalsud@ipbeja.pt * Tel: 00351 284 314 400

Accommodation in Beja

The *campus* of the Polytechnic Institute of Beja (IPBeja) is located about 10-15 min walk from the city centre. The participants can choose the most suitable hotel, in the city centre or near the *campus*.

The participants should do their hotel booking themselves choosing from the suggested list of hotels below. The IPBeja has been negotiating special fares with the local hotels. When contacting the hotels participants should mention that are *coming to the Polytechnic Institute of Beja to participate in Erasmus Al Sud Staff Training Week 2014*.

HOTEL /ADDRESS	PRICES*	CONTACTS
Nearby the Institute Polytechnic Campus		
<p>Beja Parque Hotel Rua Francisco Miguel Duarte, 1 7800-510 – BEJA</p>	<p>Single room -50€ Double room – 60€ Breakfast included</p>	<p>Phone: +(351) 284 310 500 Fax: +(351) 284 310 508 Email: geral@bejaparquehotel.com Email Reservations: reservas@bejaparquehotel.com http://www.bejaparquehotel.com</p>

Hotel Melius Av. Fialho de Almeida 7800 – Beja	Single room -35 € Double room – 45€ Breakfast included	Phone: +(351) 284 313 080 Fax: +(351) 284 321 825 www.hotel-melius.com Email: hotel.melius@netvisao.pt
In the City Centre		
Hotel Francis Praça Fernando Lopes Graça 7800 – Beja	Single room -39€ Double room - 45€ Breakfast included	Phone: +351 284 315 500 Fax: +351 284 315 501 e-mail: reservas@hotel-francis.com http://www.hotel-francis.com/ing/index.htm
Pousada de Beja - São Francisco Largo D. Nuno Álvares Pereira 7800-901 Beja	Single room - 87,00€ Double room - 97,00€ Breakfast included	Phone: +351 284 313 580 Fax: +351 284 329 143 http://www.pousadas.pt/historic-hotels-portugal/pt/pousadas/alentejo-hotels/pousada-de-beja/sao-francisco/pages/home.aspx e-mail: guest@pousadas.pt
Residencial Bejense R. Cap. João Francisco de Sousa, 57 7800 – Beja	Single room – 30€ Double room – 40€ Breakfast included	Phone: +351 284 311 570 Fax: +351 284 311 579 www.residencialbejense.com e-mail: residencial-bejense@sapo.pt
Residencial Santa Bárbara R. de Mértola, 56 7800 – Beja	Single room – 30 € Double room - 42 € Breakfast included	Phone: +351 284 312 280 Fax: +351 284 312 289 http://www.residencialsantabarbara.pt/ e-mail: reservas@hotelsantabarbara.pt

Please note that the IPBeja does not own or represent any of the accommodation facilities detailed above. The IPBeja has not inspected any of these hotels for quality of service. The details provided are for information only. The prices and information shown are correct at the time of producing this guide. However the hotel prices may change. If you would like more detailed information on prices and facilities available please contact the hotels directly as details have been provided.

Where to eat or have a drink in Beja?

Pleasant places to go for a traditional and tasty meal have a drink or simply delight a sweet cake made from old monastic recipes!

Restaurants	Cafeterias and Bars
Luiz da Rocha (traditional restaurant) Rua Capitão João Francisco de Sousa, 63 (map:E4)	Luiz da Rocha (cafeteria and typical pastry) Rua Capitão João Francisco de Sousa, 63 (map:E4)
Pulo do Lobo (restaurant and brewery) Praceta Rainha Dona Leonor (map: E4)	As Maltesinhas (tea house and monastic pastry) Terreiro dos Valentos (map: E4)
El Chali (restaurant and tapas)	City Park Bar –Cais na Planície (Cafeteria and Bar)

Rua Ramalho Ortigão (map: E3,4)

Vóvó Joaquina

(restaurant, cafe/bar)

Rua do Sembrano, 57 (map: D4)

A Pipa

(typical cellar restaurant)

Rua da Moeda, 8 (map: D3)

Adega 25 de Abril

(typical cellar restaurant)

Rua da Moeda 23 (map: D3)

Pizzeria Milano

(restaurant, pizzas and pasta)

Rua Pedro Soares, 38 (map: D2)

O Frango À Guia

(traditional restaurant)

Rua Zeca Afonso 18, Beja (map: F3)

Espelho de Água

(traditional restaurant in the city park)

Parque da Cidade, Rua de Lisboa (map: B1)

A Ilha do Peixe

(traditional restaurant with fish meals)

Praça Fernando Lopes Graça, nº 1, Beja (map: B1)

Parque da Cidade, Rua de Lisboa (map: B1)

The Pub Sports Café

(snacks and bar)

Rua 1º de Maio (R. Francisco Miguel) (map: E2)

Jardim Bacalhau

(Cafeteria and Esplanade)

Praça Diogo Fernandes de Beja (map: E3)

Ritual

(Cocktail Bar)

Rua da Moeda, 9 (map: D3)

Vóvó Joaquina

(Coffe bar)

Rua do Sembrano, 57 (map: D4)

Hatour's Lounge Club

(Disco bar, Thu – Sat, from 22h00)

Largo de São João (map: D3)