



Fostering Internationalization
at Montenegrin HEIs through
Efficient Strategic Planning



Co-funded by the
Erasmus+ Programme
of the European Union

*Capacity Building for Internationalization
through staff training and equipment upgrade*

Development of pilot summer school in English with curricula

22nd and 23rd October 2020



Schedule, 22 October 2020

Day 1: Thursday, 22nd October 2020, 8.30 – 12.30

University of Ljubljana SCHOOL OF ECONOMICS AND BUSINESS

Introduction: 8:30 – 8.45

Break: 10.15 – 10.45

Part 1: 8.45 – 10.00

Part 2:

- Presentation: 8.45 – 10.00
- Q&A: 10.00 – 10.15

- Presentation: 10.45 – 12.10
- Q&A, closing: 12.10 – 12.30

Lecturers:

Ms Adrijana Lazic

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Ms Mojca Maher Piric

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- Short presentation of summer programmes organised at the University of Ljubljana School of Economics and Business.
- Academic programme and quality assurance.
- Optional programme for students and teaching staff.
- Financial planning.
- Marketing and communication.
- Support staff & services before, during and after programme.
- Best practices and lessons learned (crisis management, cross-cultural tips and tricks ...).
- Summer Schools as a tool for internationalization at home.
- Experience from online 2020 edition of Ljubljana Summer School and Doctoral Summer School.

Day 1: Thursday, 22nd October 2020, 14.00 – 16.00

University of Ljubljana FACULTY OF MARITIME STUDIES AND TRANSPORT

Lecturers:

Asst. Prof. Dr. Patricija Bajec

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Assoc. Prof. Dr. Violeta Jurković

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1. A brief presentation of both lecturers
2. A brief introduction of the project focused on the design of the Training Modules
3. Preparations for the organisation of the summer school:
 - Selection of the location of the organisation and institution.
 - Selection of the appropriate term for the organisation of the summer school.
 - Promotion of the summer school, dissemination of information about the summer school.
 - Defining the criteria for the selection of participants and lecturers of the summer school.
 - Designing the program and schedule of the summer school.
 - Preparation of teaching materials for participants.
 - Arrangements of good practice visits (Port of Koper).
 - Registration of participants.
 - Arrangements of accommodation and meals for participants.
 - Preparation of all essential information for participants.
4. The organisation of the Summer Logistics School:
 - Assistance to summer school participants in accommodation.
 - Reception of participants.
 - Arrangement of lecture rooms.
 - Monitoring the performance of the school and the evaluation of the performance.
 - Managing risks during the summer school.
 - Completion of summer school.
 - Awarding certificates of participation.
5. Evaluation of the performance of the Summer Logistics School:
 - Identification of evaluation elements.
 - Identification of evaluation tools.
 - Preparation of evaluation questionnaires.
 - Selection of evaluators of each training module.
 - Data processing and preparation of an evaluation report.
6. Teaching methods used during the Summer Logistics School
 - Why are they important.
 - Which ones to use.
 - How to use them (preparation of the lecturer and participants).



Schedule, 23 October 2020

Day 2: Friday, 23rd October 2020, 9:30 – 13:30

University of Ljubljana ACADEMY OF FINE ARTS AND DESIGN

Part 1: 9.30 - 11.00

Break: 11.00 -12.00

Part 2: 12.00 – 13.30 (12.30 – 13.30: Assoc. Prof. Domen Fras)

Lecturers:

Ms Mateja Vidrajz

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Assoc. Prof. Domen Fras

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Steps on how to plan an international summer school:

- STEP 1: Initiative or gaining approval: convincing your superiors of the benefits of the programme.
- STEP 2: Internal preparation: designing and planning, identifying your pupils, set agenda of the summer school, founding and budget preparation, designing your outlook, preparing communication strategy.
- STEP 3: External preparation: implementing your communication strategy and getting people interest in your programme.
- STEP 4: Practical preparation: getting ready to start your summer school.
- STEP 5: Implementation of planned summer school activities.
- STEP 6: Evaluation & Reporting: get valuable insights from pupils, asses what was learned and how to improve for next year.

All these steps will be presented through the insights of the implementation of our first international school at the Academy of Fine Arts and Design.

We will present practical planning tools and how to deal with obstacles created by the COVID 19 crisis and how to adapt the programme to make the summer school available online.

Day 2: Friday, 23rd October 2020, 14:30 – 15.30

University of Ljubljana FACULTY OF LAW

Lecturers:

Prof. Dr. Janez Kranjc

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Assoc. Prof. Dr. Jerca Kramberger

Škerl

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For more than 20 years, University of Ljubljana Faculty of Law has been organizing two or three one-week summer schools over summer months, usually led by two lecturers from one of our partner universities from abroad.

Participants are mostly students of the University of Ljubljana Faculty of Law, but occasionally also other lawyers or our former graduates join the group, especially those who are professionally engaged in legal terminology (eg court interpreters, translators).

Presentation would take the form of a short (max. 60 min) informal conversation or discussion of opinions.

Two of our professors, who have been organizing these summer schools for many years, would present the concept and practical aspects of organizing summer schools and would also be available for giving advice or sharing experiences.

They will also present an example of good practice of moot-court competition and legal clinics.



UL summer schools

- Preparation of a joint list of summer schools, publishing on the website:

SLO: www.uni-lj.si/studij/poletne_ole

ENG: www.uni-lj.si/study/summerschools

University Office for Doctoral study prepares list only for doctoral summer schools

- Promotion: website, social media, informing partners, candidates, fairs, online presentations, lectorates of Slovene language, Slovene association abroad, Study in Slovenia...
- Brochure (*in the past*)





Accreditation & Recognition

- Accreditation (example of a form)

OBRAZEC ZA POTRDIITEV
poletnih šol, študijskih programov za izpopolnjevanje in oblik vseživljenjskega učenja

Naslov programa:

Naziv visokošolskega zavoda:

Predlagatelj:

Datum predloga:

Cilji in dosežene kompetence:

Program in izvajalci: (podrobnejši opis vsakega predmeta, načina izvajanja in izvajalcev je v prilogi!)

Naslov predmeta:	Nosilec, naziv:	Število UR obveznosti udeležencev	ECTS
1.
2.
3.
Skupaj UR in ECTS			

Sodelujoče institucije:

Ime:	Naslov / sedež:
.....

Predvideni stroški izvedbe (samo v primeru, kadar gre strošek iz skupnih sredstev FS):

Stroški dela:
Stroški bivanja:
Stroški najema prostorov:
Stroški prevoza:
Drugi stroški: vrsta in obseg:
Stroški skupaj:

Podpis predlagatelja:

Datum potrditve na Senatu:

- Recognition is also possible based on the [Rules on the procedure and criteria on the recognition of the knowledge and skills obtained through informal learning](#)



SUMMER SCHOOL	2016		2017		2018		2019		2020	
	All	In ENG or other foreign language	All	In ENG or other foreign language	All	In ENG or other foreign language	All	In ENG or other foreign language	All	In ENG or other foreign language
Planned	51	25	42	26	63	48	46	33	41	33
Organized					50	34	43	30		



ALUO International Summer School

ALUO

INTERNATIONAL
SUMMER SCHOOL | MEDNARODNA
POLETNA ŠOLA





Doctoral workshops

with the University of Graz and University of Rijeka

In the framework of the Doctoral School and in cooperation with the University of Graz and the University of Rijeka (joined in 2019), the University of Ljubljana organizes annual workshops where doctoral students discuss different topics:

- Interdisciplinary workshops, addresses various aspects
- 2 – 3 days
- Organizer: one of the universities
(meeting room, support for finding accommodation for participants etc.)
- Lecturers: teachers from all universities
- Initiative for collaboration: Head of doctoral school (UL) – based on previous collaboration with the UG and URI
- Universities together agree on the topics
- Call for applications for the workshop *(all applied students were accepted)*
- No tuition fee, universities cover travel expenses, accommodation and meals for students





Doctoral workshops

with the University of Graz and University of Rijeka

1. workshop: **Perspectives on research** (*participants discussed practical and philosophical aspects of research ethics*), 15 – 16 January 2016, University of Graz, 24 participants (doctoral students from UL and UG)
2. workshop: **Migration**, 13 – 14 January 2017, University of Ljubljana, 16 participants (doctoral students from UL and UG)
3. workshop: **Environmental protection**, 22 – 23 March 2018, University of Graz, 15 participants (doctoral students from UL and UG)
4. workshop: **Quality of Life and Working Conditions in Europe**, 6 – 8 June 2019, University of Rijeka, 15 doctoral students from all three universities presented their research work (UL, UG, URI)
5. workshop: **Interdisciplinary Perspectives on Age(ing) and Care**, postponed





Slovene language

15th Youth Summer School of Slovene Language

- 14 days
- Participants: primary and high school pupils, usually from 13 – 17 years (usually from Italy, Austria, Argentina, Canada, USA, Western Balkan countries)
- Available places: 40
- Fee & accompanying programme: 600,00 € (+210 € for accommodation and meals – payment to Student Dormitory) – face to face (350,00 € - online)
- Application form by post or by email
- Placement test before starting the test (based on results of the test, participants are divided into different groups depending on their prior knowledge of Slovene; each group: 8 – 12 participants)
- Lecturers: UL teachers of Slovene
- At the end participants receive a certificate stating that they have participated in the Slovene language courses at the UL FF
- Accompanying program in the afternoons and evenings (getting to know Slovenian culture, history and contemporary reality, sports activities, Slovene movies, food, concerts...)
- Promotion: website, Slovenian Association abroad, embassies, foreign teachers of Slovene language
- Accommodation: Dijaški dom Bežigrad (accommodation in three-bed rooms, 3 meals)
- Scholarship for Slovenians from neighbouring countries and for the children of Slovenian emigrants from further afield, <https://centerslo.si/tecaji-za-odrasle/splosne-informacije/stipendije/>



39th Summer School of Slovene Language (3-6 ECTS CT)

- 4 weeks/2 weeks
- Participants: undergraduate and postgraduate students, graduates, researchers, adult participants with Slovenian as a foreign language (over 18 years)
- Initiative: Ministry of Education, Science and Sport in 2005
- Available places: 120
- Fee – depends on course hours (EUR 992: 4-week course (80 classes), EUR 600: 2-week course (40 classes), EUR 180: 2-week elective afternoon course (20 classes))
- Online application
- At the end participants receive a Certificate of Attendance of a Slovene language courses at the UL FF (for official certificate of Slovene, participants can take Exam of Slovene at the Centre for Slovene as a Second / Foreign language)
- Accommodation – arranged by participants
- Accompanying program in the afternoons and evenings (getting to know Slovenian culture, history and contemporary reality, sports activities – no additional charge for the accompanying program)
- Participants can gain ECTS CT – 3 ECTS CT: 2-weeks course, min 60 hours presence; 4 ECTS CT: 4-weeks course, written and oral exam
- Scholarship for Slovenians from neighbouring countries and for the children of Slovenian emigrants from further afield, <https://centerslo.si/tecaji-za-odrasle/splosne-informacije/stipendije/>



40th Summer School of Slovene Language (3-ECTS CT) – online

- 3 weeks
- Participants: undergraduate and postgraduate students, graduates, researchers, adult participants (aged 18 or more) with Slovenian as a foreign language (over 18 years)
- Available places: 100
- Fee: EUR 572 (60 classes)
- Online application
- At the end participants receive a Certificate of Attendance of a Slovene language courses at the UL FF (for official certificate of Slovene, participants can take Exam of Slovene at the Centre for Slovene as a Second / Foreign language)
- Accompanying program (online viewing of Slovene films, culinary workshop ...)
- Scholarship for Slovenians from neighbouring countries and for the children of Slovenian emigrants from further afield, <https://centerslo.si/tecaji-za-odrasle/splosne-informacije/stipendije/>

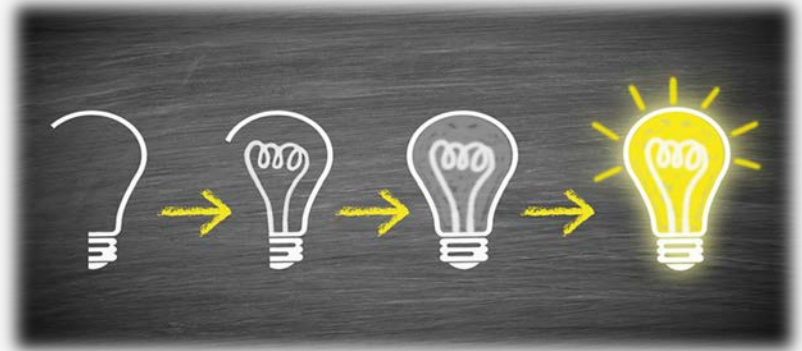


56th Seminar of Slovene Language, Literature and Culture: (3 ECTS CT)

- 14 days
- Every year new topic (agreed with lecturers); in 2020 [Creative Women in Slovene Language, Literature and Culture](#)
- Participants: foreign Slovene Studies and Slavic Studies specialists, writers, translators, experts in comparative linguistics and literature, and others who include Slovene in any other way in their life and work: teachers, researchers and students of Slovene and Slavic Studies at universities and research institutes abroad and in ethnic Slovene areas, etc.
- At the seminar they deepen and enrich their knowledge, learn about the latest findings and have genuine contact with the Slovene language, literature and culture.
- Available places: 40 (usually participants from Europe, USA, Argentina, China, Japan – where we have lectorates)
- Online application
- The central scholarly event through which the Republic of Slovenia promotes the study of and research into Slovene language, literature and culture throughout the world, by granting financial support on the basis of international contracts and co-operation programmes for ethnic Slovene organisations and researchers who are professionally engaged in Slovene, and for students at foreign universities who study Slovene. In allocating these scholarships, priority is given to Slovene specialists, university teachers, research and teaching assistants, postgraduate students and students of higher classes.
- Certificate – at least 80% participation is compulsory

Lessons learned

- Single entry point - UL website, links with more information
- Promotion of Slovenia and study at the UL





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*Hvala
za pozornost*

Thank you

