

International Project Week (IPW) 2021 **from 12th to 16th July 2021**

Before the IPW

In order to facilitate the organisation, we ask you to fill in the online application **before 15th February 2021**:

https://www.service4mobility.com/europe/BewerbungServlet?identifier=NORDHAU01&kz_bew_pers=L&kz_bew_art=IN&aust_prog=Lehrende-IN&sprache=en

Please suggest two possible project topics and define your teaching language. The preferable teaching language is English, but in special cases French, Spanish, Italian, Russian or the combination of two languages (e.g. English and Spanish) might be possible.

Projects in Social Work, Inclusive Studies, Social or Public Management, Business Studies, or (Environmental) Engineering are always popular among our students. Interdisciplinary projects, developing "soft skills" such as communication, cultural awareness or career orientation, are an interesting option as well.

In most of our programmes, the participation in the IPW is compulsory for undergraduate students in the first year (so please adapt the level of your projects to these students), but the last years have shown that 2nd and 3rd year students participated as well.

A commission will select the projects in late February. We will inform you as soon as possible if your project has been selected. We will send you all necessary information and documents (including the "Erasmus+ Mobility Agreement if applicable") by the end of March 2021.

We hope to be able to welcome all participating lecturers on our beautiful campus. However, the pandemic situation in July is not foreseeable yet and travelling might still be complicated. We therefore kindly ask you to indicate in your online application whether your project can be held digitally in case of any hindrance to travel.

During the IPW

The lecturing activities will take place from Monday to Thursday morning (approx. 3 hours per day). On Friday morning the students will hold poster presentations about their project work. In the afternoons you can choose to take part in social, cultural or touristic activities which we will organise for you. There will also be an excursion offered on Sunday 11th July 2021, so **please consider arriving on Saturday 10th July 2021**.

You will have approximately 20 students in your project group, with which you will work during the whole week. Teaching should be a combination of lecturing, group work and other classroom activities. Case studies can be used in class or given as after-class assignments. Anyway, students should continue working during the afternoons, so please give them homework, group work or research tasks for the afternoons.

On Friday, every project group will be divided into 4 sub-groups in order to give their poster presentations. The goal of the presentations is to present the key findings and outcomes of the project. The length of each presentation should not exceed 15 minutes including questions from the audience.

Preliminary timetable

Saturday 10th July 2021	Evening	Welcome buffet
Sunday 11th July 2021	Daytime	Excursion
	Evening	Welcome dinner
Monday 12th July 2021	09:00	Group photograph
	09:15 – 09:45	Opening session for all lecturers and participating students – It will be held in a large auditorium and all visiting lecturers will be asked to introduce themselves briefly. <i>(depending on the pandemic situation in July)</i>
	10:00 – 12:45	Courses
	14:00 – 17:00	Students: independent student project work (Students are supposed to continue project work on their own or in small groups.) Lecturers: activities or free time
Tuesday 13th July 2021	09:00 – 12:45	Courses
	14:00 – 17:00	Students: independent student project work Lecturers: activities or free time
Wednesday 14th July 2021	09:00 – 12:45	Courses
	14:00 – 17:00	Students: independent student project work Lecturers: activities or free time
	Evening	IPW Party <i>(depending on the pandemic situation)</i>
Thursday 15th July 2021	10:00 – 15:00	Courses
	15:00 – 18:00	Students: independent student project work
	Evening	Farewell Dinner
Friday 16th July 2021	09:00 – 10:30	Courses/Preparation of the poster presentations
	10:45 – 12:15	Poster presentations
	12:15 – 13:00	Closing session <i>(depending on the pandemic situation)</i>

Student work load

The students will receive 2 ECTS credit points for a successful participation in the IPW. That means altogether 50 to 60 hours of work. Classes with lecturers and presentations cover 20 hours, independent student project work covers 20 hours, studies before the IPW (students should get some work from guest lecturers prior to the IPW) cover 10 hours.

It is essential to give daily assignments for the students. They are expected to work on given assignments every afternoon and present results and findings the next day and/or during their final presentation.

Course attendance is compulsory for all students. Students that do not attend the courses have to justify their absence by handing in a medical certificate. If the students are absent more than one day or without justification, they will not receive any credit points for the IPW.

Assessment

All students who signed up for your project have to be present during all five days and participate actively. This includes the final presentation on Friday.

Please do not accept any additional students in your project (students that are not in your list) without consulting the IPW team.

We ask you to grade your students based on quiz points, participation in class, group works, assignments and final day presentations. The weighting of these components depends on your teaching approach, so feel free to create your own assessment rules. Please submit the grades to the IPW team on Friday afternoon.

In order to make your work easier, we recommend you to use the following system:

Every day from Monday to Friday you give each student up to 20 points (10 points means "pass" and 20 points means "excellent") and fill it into the participant list which we hand out to you. After Friday's presentations you calculate the sum of all five points and fill it in as well. The result is a percentage that we will convert into the German grading system. (All students who have an overall result below 50 failed.)

Example:

No.	Name	First Name	Mon	Tue	Wed	Thu	Fri	Grade
1	Name 1	First name 1	20	18	20	18	20	96
2	Name 2	First name 2	16	13	18	14	20	81
3	Name 3	First name 3	15	0	10	12	13	50
4	Name 4	First name 4	19	20	20	15	20	94

N.B.: If a student misses your project for a full day, this student obtains 0 points. (See student 3 on Tuesday).

Funding

There are several funding options for your stay in Nordhausen:

- If there is an ERASMUS+ agreement between your institution and the University of Applied Sciences Nordhausen, your participation should be covered by the EU grant you get from your International Office. Here you can find the list of our partner universities: <https://www.hs-nordhausen.de/en/international/partner-universities/>.
- If you are working for a higher-education institution which does not have an ERASMUS+ agreement with Hochschule Nordhausen (yet), please let us know if you are interested in taking part in this activity. We could then get in touch with the person in charge of teaching staff mobility within your International Office in order to prepare an ERASMUS+ agreement, so the trip can be financed by EU funding.
- If you are from an [Erasmus programme country](#) and you are an employee or a self-employed person, you are eligible to receive Erasmus+-funding from Hochschule Nordhausen (we have applied for ERASMUS+ funding for staff exchange that might allow us to finance your trip to Nordhausen). If you are interested in this scheme, your employer (or yourself if self-employed) has to fill in and sign a specific form, which we will send you after the project selection in mid-February. N.B.: This kind of funding is not available for staff of higher education institutions. Thus, the employer/sending institution should not be a higher education institution, but you could be self-employed or a consultant (if not employed by a company/organisation). According to the new ERASMUS+ regulations, we have adapted our payment procedures. We will pay a lump sum for travel costs (180 € to 360 € depending on the distance) and subsistence costs of 160 € per day.
- If you are from a country that does not take part in the Erasmus programme, please get in touch with the IPW team to discuss funding options.

For further information, please do not hesitate to contact us at ipw@hs-nordhausen.de.

We look forward to seeing you in Germany in July 2021!

The IPW-Team