

**The sending institution**

Name of the responsible person: Dr. Stephanie Krueger

Signature:

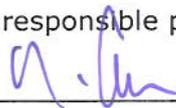


Date: 31/10/2019

**The receiving institution/enterprise**

Name of the responsible person: Ing. Martin Svoboda, NTK Director

Signature:



Date: 01-11-2019

<sup>1</sup> In case the mobility combines teaching and training activities, **the mobility agreement for teaching template** should be used and adjusted to fit both activity types. In the case of mobility between Programme and Partner Countries, this agreement must be always signed by the staff member, the Programme Country HEI as beneficiary and the Partner Country HEI as sending or receiving organisation. In case of mobility from Partner Country HEIs to Programme Country enterprises the last box should be duplicated to include the signature of the Programme Country HEI (the beneficiary) and the receiving organisation (four signatures in total).

<sup>2</sup> **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

<sup>3</sup> **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

<sup>4</sup> **Erasmus Code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives. It is only applicable to higher education institutions located in Programme Countries.

<sup>5</sup> **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.

<sup>6</sup> Any Programme Country enterprise or, more generally, any public or private organisation active in the labour market or in the fields of education, training and youth.

<sup>7</sup> Not relevant for mobility between programme and partner countries.

<sup>9</sup> Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the sending institution (in the case of mobility with Partner Countries: the national legislation of the Programme Country). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.



## Mobility Agreement

### Staff Mobility For Training<sup>1</sup>

Planned period of the training activity: from [07/01/2019] till [14/01/2019]

Duration (days) – excluding travel days: 5

#### The Staff Member

Last name (s)	BİLEK	First name (s)	Oğuz
Seniority <sup>2</sup>	Junior	Nationality <sup>3</sup>	TURKEY
Sex [M/F]	M	Academic year	2018/2019
E-mail	oguzbilek1996@gmail.com		

#### The Sending Institution

Name	İSTANBUL AYVANSARAY ÜNİVERSİTESİ	Faculty/Department	library and head office
Erasmus code <sup>4</sup> (if applicable)			
Address	Balat Mahallesi, Ayvansaray Cd. No:45, 3 Fatih/İstanbul	Country/ Country code <sup>5</sup>	TR
Contact person name and position	Sait İlkey Yüksel / Head of Department of Library and Documentation	Contact person e-mail / phone	saitilkayyuksele@ayvansa  444 76 96 - 351

#### The Receiving Institution / Enterprise<sup>6</sup>

Name	National Library of Technology in Prague (NTK)		
Erasmus code (if applicable)	n/a	Faculty/Department	<b>Specialized Acad. Services</b>
Address	Technická 2710/1 80 Praha 6-Dejvice Çekya	Country/ Country code	
Contact person name and position	Dr. Stephanie Krueger  Head, Office of Specialized Academic Services	Contact person e-mail / phone	stephanie.krueger@techlib.cz  +420 775 517 006

		Size of enterprise (if applicable)	<input checked="" type="checkbox"/> <250 employees <input type="checkbox"/> >250 employees
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For guidelines, please look at the end notes on page 3.

## Section to be completed BEFORE THE MOBILITY

### I. PROPOSED MOBILITY PROGRAMME

Language of training: English

**Overall objectives of the mobility:**

Meet librarians and colleagues

To give brief information about İstanbul Bilgi University Library and E-Resources,

To share best practices for our library reference services

Legal information literacy

Law Librarianship

Library Systems

Resource Sharing

Open Access

In-Transit System

Reserve & E-Reserve

Visiting other library and cultural institutions.

**Training activity to develop pedagogical and/or curriculum design skills<sup>7</sup>:**

Yes  No

**Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):**

**Mr. Bilek will, at NTK, be able to observe cutting-edge services related to his areas of interest in a multilingual, international setting.**

**(Daily) Activities to be carried out:**

**Interviews to observe all areas of interest listed above**

**Practice of professional vocabulary in English**

**Q&A sessions with NTK colleagues**

**Presentation of sending institution's activities to NTK colleagues**

**Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):<sup>8</sup>**

**Staff member: knowledge about how academic libraries function outside of Turkey, including the bilingual aspects of supporting international students.**

**NTK: Interaction with international colleague; comparison of operations with another library.**

**II. COMMITMENT OF THE THREE PARTIES**

By signing<sup>9</sup> this document, the staff member, the sending institution and the receiving institution/enterprise confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

**The staff member**

Name:

Signature:

Date: