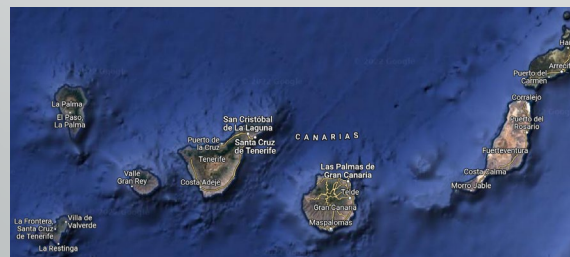


ERASMUS Incoming EII

Quick Guide

Welcome to **Escuela de Ingeniería Informática - EII** (School of Computer Engineering)



Contact

| What do you need? | Who | Where | When |
|---|--|--|------------------------------------|
| Administrative issues (EII - level), Enrolment | Administration office | Module II – Informatics Building [map-A] admon_einf@ulpgc.es | 9:00 – 12:00 |
| Administrative issues (ULPGC - level) | Mobility office | Old MBA Studies Building ("Bunker") [map-M] rrii@ulpgc.es 928-452793 | 9:00 – 12:00 |
| Academic issues, learning agreement, certifications | Departmental coordinator (Daniel Hernández) | Office D1.1 (module III – Computer Science Building) [map-C] sri.eii@ulpgc.es 928-458701 | Best before 10:00 (email appoint.) |
| Something else: accommodation, mentor program (Buddy), other practical information | International Mobility Point (renewal pending) | Imp.ulpgc.es | |

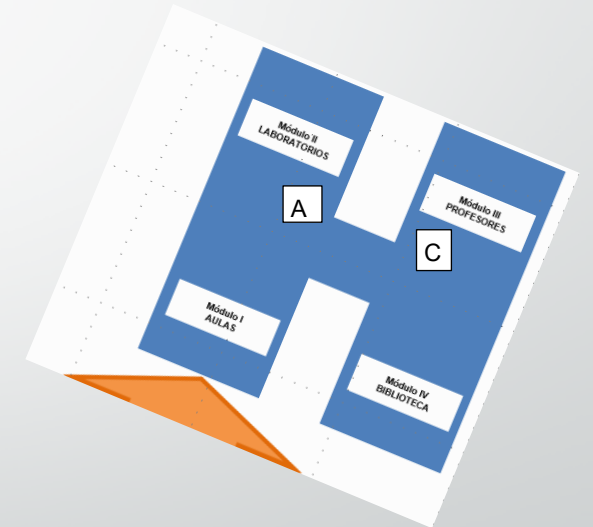


Location

IMPORTANT: use always your **institutional email** (either @ulpgc or your uni's) for all your academic communication during the mobility, avoid Gmail, Hotmail, and similar external accounts.

^[1] Due to COVID19 situation, physical access to the university facilities is limited. If you need to, you have to make a request sending an email to make an appointment.

Location



- <https://www.google.es/maps/@28.073108,-15.4517129,172m/data=!3m1!1e3>

Web info – www.eii.ulpgc.es

- Timetables -> Estudios -> INF.ACADÉMICA -> Horarios
- Calendar -> Estudios -> INF.ACADÉMICA -> Calendario académico
- Exams -> Estudios -> INF.ACADÉMICA -> Calendario de exámenes

The screenshot shows the website's header with contact information: Edificio de Informática, Campus de Tafira, 35017 Las Palmas. España; +34 928 45 87 00; sci.eii@ulpgc.es. The navigation menu includes: La Escuela, Estudios (highlighted with a yellow arrow), Estudiantes, Empresas, and Laboratorio 42. Below the menu are buttons for VER, EDIT, DELETE, and REVISIONES. The main content area features three news items: 'Jornada de Bienvenida a los nuevos estudiantes de la EII' (29 JUL. 2022), 'Cita previa con la Administración' (07 FEB. 2020), and 'Analíticas y Monetización de Videojuegos' (29 AUG. 2022). A sidebar on the right contains icons and links for Horarios, Exámenes, and Trabajos de Fin de Título.

The close-up shows the 'Estudios' dropdown menu with the following items: INFORMACIÓN ACADÉMICA, Calendario Académico, Horarios, Calendario de Exámenes (highlighted in orange), Trabajos de Fin de Título, Prácticas Externas, Evaluación compensatoria, and Recursos.

Timetable explained

- Teaching activities: **lectures (clases de teoría)**, **exercises (practices en aula)** and **practices (prácticas de laboratorio)**

Horario del Grado en Ingeniería Informática: Segundo Curso - Primer Semestre
Curso Académico 2015-2016 (aprobado en Junta de Escuela 16/06/2015, modificado SPA 30/07/2015)

| Grupo 1 | LUNES | | | | MARTES | | | | MIÉRCOLES | | | | |
|-------------|----------------------------|-------------------|-------------------|----|----------------------------|--------|--------|--------|---------------|-------------------|--------|-------------------|--------|
| | 17 | | 18 | | 17 | | 18 | | 17 | | 18 | | 17 |
| | 41 | 42 | 43 | 44 | 41 | 42 | 43 | 44 | 41 | 42 | 43 | 44 | 41 |
| 08:30-09:30 | IRS (A1-2) / ELESPI (A2-4) | | | | EC (A2-4) | | | | IRS (L2-1) | | MN | P1 | |
| 09:30-10:30 | P1 (A2-4) | | | | ME (A2-4) | | | | ELESPI (A2-4) | | (L1-3) | (L1-2) | |
| 10:30-11:30 | ME _(i) | ME _(p) | EC | | IRS (A1-2) / ELESPI (A2-4) | | | | EC | ME _(i) | P1 | ME _(p) | P1 |
| 11:30-12:30 | (L3-2) | (L2-3) | (L2-4) | | MN (A2-4) | | | | (L2-4) | (L2-3) | (L1-2) | (L2-3) | (L1-2) |
| 12:30-13:30 | ME _(p) | EC | ME _(i) | | P1 | EC | MN | MN | | | | | |
| 13:30-14:30 | (L2-3) | (L2-4) | (L3-2) | | (L1-2) | (L2-4) | (L1-3) | (L1-3) | | | | | |

| Grupo 2 | LUNES | | | | MARTES | | | | MIÉRCOLES | | | | |
|-------------|-------|----|----|----|----------------------------|-------------------|--------|----|----------------------------|----|----|----|---------------|
| | 19 | | 20 | | 19 | | 20 | | 19 | | 20 | | 19 |
| | 45 | 46 | 47 | 48 | 45 | 46 | 47 | 48 | 45 | 46 | 47 | 48 | 45 |
| 08:30-09:30 | | | | | P1 (A2-5) | | | | EC (A2-5) | | | | |
| 09:30-10:30 | | | | | IRS (A1-2) / ELESPI (A2-5) | | | | ME (A2-5) | | | | |
| 10:30-11:30 | | | | | ME _(i) | ME _(p) | EC | | IRS (A1-2) / ELESPI (A2-5) | | | | |
| 11:30-12:30 | | | | | (L3-2) | (L2-3) | (L2-4) | | MN (A2-5) | | | | |
| 12:30-13:30 | | | | | ME _(i) | ME _(p) | EC | | IRS (L2-1) | | | | IRS (L2-1) |
| 13:30-14:30 | | | | | (L3-2) | (L2-3) | (L2-4) | | IRS (L2-1) | | | | ELESPI (A2-5) |

Course: primer (1), segundo (2), tercer (3), ...

Semester: primer or segundo

Class/Lab exercises group: 17, 18, ... (Blue)

Lectures group: 1, 2, ... (Green)

Lab practices group: 41, 42, ... (Orange, Red)

Lab code (L-Floor-Room)

Classroom code (A-Floor-Room)

- Restrictions example: If you select G1 for lectures, you can only select G17 or G18 for exercises. If you select G18 for exercises, you can only select G43 or G44 for practices.

Enrolment

- You should try to complete the enrolment as soon as possible.
- PROCEDURE:
 - Send an email to admon_einf@ulpgc.es (put sri.eii@ulpgc.es in CC) attaching your signed LA.
 - Indicate in the email the groups (lectures, exercises and practices) you want.
 - Always check that your enrolment receipt (details in next slide) matches your LA, initially and after changes.

IMPORTANT: if your official mobility period does not match your LA, you will be enrolled only in the compatible components. You have to contact your home university to ask for mobility period extension, if supported by the bilateral agreement.

Teaching platform – Campus Virtual

ULPGC Universidad de Las Palmas de Gran Canaria

Correo Sede electrónica Transparencia Buscar MiULPGC

la universidad estudios internacional investigación servicios

#talentoULPGC

Conoce la experiencia de **Luis Alvarado**, asesor climático en el Foro Económico Mundial; **Elisenda Bou-Balust**, directora del Apple Media Knowledge; **Marta Cabrera**, jurista de la Corte Interamericana de los Derechos Humanos; y **Javier Santaolalla**, divulgador científico

Ver vídeos

La Universidad del talento

Formar, pensar, transformar

Universidad de Las Palmas de Gran Canaria

Estudiantes: Nuevo ingreso y estudiantes de la ULPGC

PDI: Personal docente e investigador

PAS: Personal de administración y servicios

Empresas: Emprendimiento, acuerdos, proveedores

Bolsa de Empleo: Ofertas para trabajar en la ULPGC

MiCampus Virtual

- Grado y posgrado: curso 2022/23
- Grado y posgrado: curso 2021/22
- Grado y posgrado: curso 2020/21
- Campus Social: centros y bibliotecas
- Elearning
- Trabajo colaborativo
- ULPGCePortafolios

MisUtilidades

- Mi movilidad
- PDI: permisos y licencias
- Acreditar asistencia al trabajo
- Mi Software
- *Mi Aula (ejecuta apps sin instalarlas)
- Mis servicios retributivos
- Publicación en Web (HEGE)
- Listas de correo ULPGC
- Comprobación de coincidencias textuales

MiInvestigación

MiMatrícula

- Plataforma de recepción de documentación
- Mi expediente

- You will receive from administration an enrolment receipt with your access user (usuario) and password (contraseña) marked in bold. The information with all your courses (**Moodle platform**) is available in the **ULPGC Campus Virtual** normally one day after completing the enrolment. Note that sometimes you need to enter only the first 8 digits of your ID as user.

Course start

- The 22/23 course starts on **Sep12**
- Its important to try to attend to the **first lecture of every subject**, because there the teachers will explain the Teaching Project (Proyecto docente de la asignatura – PDA). They will comment how the teaching is organized, the expected assignments, practices, the exams, the pass requirements, etc. In any case, the document is in the Moodle of every subject.
- On Fri16 there is the institutional course opening, there will be no classes.

Changes to LA

- Changes to LA are allowed during the **first month of every semester** with the following conditions:
 - You have completed the **Changes During the Mobility** section of your LA.
 - The changes are signed by your home coordinator and me.
 - You have asked the administration (admon_einf@ulpgc.es) to make the changes in your enrolment, attaching the modified LA document.
- It's important to inform teachers to know what you need to do to catch up your new course mates.

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

Higher Education
Learning Agreement for Studies

Student's name
Academic Year 20.../20...

During the Mobility

Exceptional changes to Table A
(to be approved by e-mail or signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)



| Table A2 During the mobility | Component code (if any) | Component title at the Receiving Institution (as indicated in the course catalogue) | Deleted component [tick if applicable] | Added component [tick if applicable] | Reason for change ¹² | Number of ECTS credits (or equivalent) |
|------------------------------------|-------------------------------|---|--|--|---------------------------------|--|
| | | | <input type="checkbox"/> | <input type="checkbox"/> | Choose an item. | |
| | | | <input type="checkbox"/> | <input type="checkbox"/> | Choose an item. | |

Exceptional changes to Table B (if applicable)
(to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)

| Table B2 | Component | Deleted | Added |
|----------|-----------|---------|-------|
|----------|-----------|---------|-------|

Arrival/Departure certifications

- You have to provide the document with all your data filled, and send it to me by email.
- If your university does not require a specific form, you can use [this](#) one.
 - ULPGC Erasmus code
 - E LAS_PAL01
 - ERASMUS Dep. Coord. at EII - ULPGC
 - Daniel Hernández
 - sri.eii@ulpgc.es



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

MOVILIDAD DE ESTUDIANTES ERASMUS
UNIVERSIDAD DE LAS PALMAS DE GRAN CANARIA
E LAS-PAL01

Certificado de Llegada
Certificate of arrival

Academic Year 201.. - 201..

Name of the host Institution:

Erasmus code:

Host Country:

IT IS HEREBY CERTIFIED THAT:

Mr./Mrs.
from the University of Las Palmas de Gran Canaria (E LAS-PAL01), has arrived as
a ERASMUS student at your Institution.

Date of arrival:

Semester: 1st(Winter) 2nd(Spring) Whole Year

End of mobility

- You will receive your final TOR by email some weeks after the evaluation period corresponding to your mobility period finishes (either by the end of February or the end of July).