

LEADERSHIP LAB WORKSHOP CALENDAR (3rd Trimester)
(subject to change)

Att.: Students are expected to be in the room ready to start all activities at the scheduled time (and therefore be in the room before). No late entrances will be allowed once the room door is closed.
Students have to attend all sessions of a workshop: missing part of the workshop (e.g. after a break) means that they will fail the activity as a whole.

WORKSHOPS	FEBRUARY							MARCH			
	9th	12th	15th	16th	19th	23rd	26th	2nd	9th	12th	16th
	Saturday	Tuesday	Friday	Saturday	Tuesday	Saturday	Tuesday	Saturday	Saturday	Tuesday	Saturday
All About Assessment Tests	Canceled										
Avoiding the Power Paradox Using Power for Good				Session 1/3 10:00 - 13:00 Room 516		Session 2/3 10:00 - 13:00 Room 515		Session 3/3 10:00 - 13:00 Room 515			
CV & Cover Letter (Group A)		Session 1/1 08:30 - 13:00 Room 521-B									
CV & Cover Letter (Group B)						Session 1/1 08:30 - 13:00 Room 517					
CV & Cover Letter (Group C)							Session 1/1 08:30 - 13:00 Room 529				
Discover your Heart Intelligence & Flourish		Session 1/3 09:00 - 12:00 Room 501			Session 2/3 18:00 - 21:00 Room 518		Session 3/3 09:00 - 12:00 Room 526				
Group Dynamics (Group A)		Session 1/1 08:30 - 13:00 Room 512-A									
Group Dynamics (Group B)							Session 1/1 08:30 - 13:00 Room 538				
Group Dynamics (Group C)											Session 1/1 08:30 - 13:00 Room 517
Grow Your Professional Network							Session 1/1 08:30 - 13:00 Room 512-A				
How to deliver a Winning Sales Pitch		Session 1/3 09:00 - 12:00 Room 527					Session 2/3 09:00 - 12:00 Room 527			Session 3/3 09:00 - 12:00 Room 527	
Job Interviews (Group A)		Session 1/1 08:30 - 13:00 Room 538									
Job Interviews (Group B)							Session 1/1 08:30 - 13:00 Room 539				
Job Interviews (Group C)										Session 1/1 08:30 - 13:00 Room 501	
Leading in a Global Economy: Increase your Cultural Intelligence							Session 1/1 08:30 - 13:00 Room 501				
Leading with Horses		Session 1/2 09:30 - 14:00 Todos a Galope (Monsanto)	Session 2/2 14:00 - 18:30 Room 321 (Law Faculty)								
LinkedIn Building an All Star Profile (Group A)						Session 1/1 08:30 - 13:00 Room 525					
LinkedIn Building an All Star Profile (Group B)									Session 1/1 08:30 - 13:00 Room 515		
LinkedIn So you have an All Star profile. Now what? (Group A)								Session 1/1 08:30 - 13:00 Room 516			
LinkedIn So you have an All Star profile. Now what? (Group B)											Session 1/1 08:30 - 13:00 Room 516
Personal Branding: Storytelling Tools for an Effective Communication	Session 1/3 09:00 - 12:00 Room 525			Session 2/3 09:00 - 12:00 Room 517		Session 3/3 09:00 - 12:00 Lisbon (trainer will indicate meeting point)					
Persuade Me, Persuade Me Not – A Crash Course on Persuasion											Session 1/1 08:30 - 13:00 Room 515
Practicing Video Interview (Group A)				Session 1/1 09:00 - 12:00 Room 518							
Practicing Video Interview (Group B)						Session 1/1 09:00 - 12:00 Room 518					
Practicing Video Interview (Group C)	Canceled										
Practicing Video Interview (Group D)	Canceled										
Preparing Yourself for an International Position				Session 1/1 08:30 - 13:00 Room 522-B							
Productive Communication										Session 1/1 08:30 - 13:00 Room 526	
Public Speaking Without Pain	Session 1/3 10:00 - 13:00 Room 526			Session 2/3 10:00 - 13:00 Room 526		Session 3/3 10:00 - 13:00 Room 526					
Start Upper - How to Become an Entrepreneur		Session 1/3 09:00 - 12:00 Room 521-A					Session 2/3 09:00 - 12:00 Room 521-A			Session 3/3 09:00 - 12:00 Room 521-A	
Storytelling with PowerPoint								Session 1/3 10:00 - 13:00 Room 526	Session 2/3 10:00 - 13:00 Room 526		Session 3/3 10:00 - 13:00 Room 527
Stress Management					Session 1/3 18:00 - 21:30 Room 525		Session 2/3 09:30 - 12:30 Room 522-B			Session 3/3 09:30 - 12:30 Room 522-B	
Teambuilding with Horses							Session 1/2 08:30 - 13:00 Room 507			Session 2/2 9:30 - 14:00 Todos a Galope (Monsanto)	
Teamwork an Essential Toolkit		Session 1/1 08:30 - 13:00 Room 526									
Workload Management: For better work-life integration											Session 1/1 08:30 - 13:00 Room 518
	Saturday	Tuesday	Friday	Saturday	Tuesday	Saturday	Tuesday	Saturday	Saturday	Tuesday	Saturday
	9th	12th	15th	16th	19th	23rd	26th	2nd	9th	12th	16th
	FEBRUARY							MARCH			

Number of Groups	Colour Code	CAREER WORKSHOPS	Duration	Number of Sessions	ECTS	Instructor
1		All About Assessment Tests	1h30	1	0,5	Maria João Santos
3		CV & Cover Letter	4h30	1	0,5	Rita Crujeira Susana Bogalho
3		Group Dynamics	4h30	1	0,5	Paulo Baptista da Silva Rita Crujeira
1		Grow Your Professional Network	4h30	1	0,5	Ana Duarte Ribeiro
3		Job Interviews	4h30	1	0,5	Elsa Dinis
2		LinkedIn Building an All Star Profile	4h30	1	0,5	Diana Nascimento Susana Prudêncio
2		LinkedIn So you have an All Star profile. Now what?	4h30	1	0,5	Frederico Kellen
1		Practicing Video Interview	4h30	1	0,5	Rita Crujeira Susana Bogalho
1		Preparing Yourself for an International Position	4h30	1	0,5	Paulo Romero
1		Personal Branding: Storytelling Tools for an Effective Communication	9h	3	1	Tomás Varela Pinto
1		Start Upper - How to Become an Entrepreneur	9h	3	1	Carolina Almeida Cruz
1		Workload Management: For better work-life integration	4h30	1	0,5	Paulo Romero

Number of Groups	Colour Code	BEHAVIOURAL WORKSHOPS	Duration	Number of Sessions	ECTS	Instructor
1		Avoiding the Power Paradox - Using Power for Good	9h	3	1	Filipa Almeida
1		Discover your Heart Intelligence & Flourish	9h	3	1	Bárbara Santos
1		How to deliver a Winning Sales Pitch	9h	3	1	Miguel Figueiredo
1		Leading in a Global Econ.: Increase your Cultural Intelligence	4h30	1	0,5	Anita Haensler
1		Leading with Horses	9h	2	1	Bianca Mendonça
1		Persuade Me, Persuade Me Not A Crash Course on Persuasion	4h30	1	0,5	Filipa Almeida
1		Productive Communication	4h30	1	0,5	César Ribeiro
1		Public Speaking Without Pain	9h	3	1	João Ferrerinho
1		Storytelling with PowerPoint	9h	3	1	João Ferrerinho
1		Stress Management	9h	3	1	Susana Schmitz
1		Teambuilding with Horses	9h	2	1	Bianca Mendonça
1		Teamwork an Essential Toolkit	4h30	1	0,5	Tatiana Marques

LEADERSHIP LAB WORKSHOP CALENDAR (4th Trimester)

(subject to change)

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WORKSHOPS	APRIL						MAY					
	2nd Tuesday	6th Saturday	9th Tuesday	13th Saturday	27th Saturday	30th Tuesday	4th Saturday	7th Tuesday	11th Saturday	14th Tuesday	18th Saturday	21st Tuesday
Active Listening, Interpersonal Communication and Conflict Management									Session 1/2 08:30 - 13:00 Room 515		Session 2/2 08:30 - 13:00 Room 515	
All About Assessment Tests	Session 1/1 10:30 - 12:00 Room 521-A											
Be H.A.P.P.Y.® - Guide for a Happy and Fulfilling Life	Session 1/3 09:00 - 12:00 Room 525		Session 2/3 09:00 - 12:00 Room TBC			Session 3/3 09:00 - 12:00 Room TBC						
Career Paths								Session 1/1 08:30 - 13:00 Room 521-B				
Develop your Social IQ through Horse Wisdom										Session 1/2 09:30 - 14:00 Todos a Galope (Monsanto)		Session 2/2 09:30 - 14:00 Todos a Galope (Monsanto)
Discover your Heart Intelligence & Flourish								Session 1/3 09:00 - 12:00 Room 501		Session 2/3 09:00 - 12:00 Room 501		Session 3/3 09:00 - 12:00 Room 501
Group Dynamics		Session 1/1 08:30 - 13:00 Room 516										
Grow Your Professional Network			Session 1/1 08:30 - 13:00 Room TBC									
Enhance Your Profile Through Personality								Session 1/3 09:30 - 12:30 Room TBC		Session 2/3 09:30 - 12:30 Room TBC		Session 3/3 09:30 - 12:30 Room 527
External and Media Communication Group A									Session 1/1 08:30 - 13:00 Room 527			
External and Media Communication Group B											Session 1/1 08:30 - 13:00 Room 527	
Feedback Power Tools	Session 1/2 09:30 to 12:30 Room 527		Session 2/3 09:30 to 12:30 Room 522-B			Session 3/3 09:30 to 12:30 Room 501						
How to deliver a Winning Sales Pitch								Session 1/3 09:00 - 12:00 Room TBC		Session 2/3 09:00 - 12:00 Room 527		Session 3/3 09:00 - 12:00 Room TBC
Job Interviews (Group A)	Session 1/1 08:30 - 13:00 Room 501											
Job Interviews (Group B)			Session 1/1 08:30 - 13:00 Room 501									
Job Interviews (Group C)										Session 1/1 08:30 - 13:00 Room 521-B		
Leading with Horses						Session 1/2 09:30 - 14:00 Todos a Galope (Monsanto)		Session 2/2 08:30 - 13:00 Room 521-A				
LinkedIn Building an All Star Profile (Group A)				Session 1/1 08:30 - 13:00 Room 515								
LinkedIn Building an All Star Profile (Group B)									Session 1/1 08:30 - 13:00 Room 517			
LinkedIn So you have an All Star profile. Now what? (Group A)					Session 1/1 08:30 - 13:00 Room 516							
LinkedIn So you have an All Star profile. Now what? (Group B)											Session 1/1 08:30 - 13:00 Room 517	
Map your Skills for the Future	Session 1/3 09:00 - 12:00 Room TBC		Session 2/3 09:00 - 12:00 Room TBC			Session 3/3 09:00 - 12:00 Room TBC						
Negotiation								Session 1/3 18:00 - 21:00 Room TBC		Session 2/3 18:00 - 21:00 Room 518		Session 3/3 18:00 - 21:00 Room 518
Non-verbal Communication & Emotion Recognition in Business								Session 1/2 08:30 - 13:00 Room TBC				Session 2/2 08:30 - 13:00 Room 525
Personal Branding: Storytelling Tools for an Effective Communication		Session 1/3 09:00 - 12:00 Room 515		Session 2/3 09:00 - 12:00 Room 516	Session 3/3 09:00 - 12:00 Lisbon (trainer will indicate meeting point)							
Persuade Me, Persuade Me Not – A Crash Course on Persuasion						Session 1/1 08:30 - 13:00 Room 515						
Preparing Yourself for an International Position (Group A)		Session 1/1 08:30 - 13:00 Room 517										
Preparing Yourself for an International Position (Group B)							Session 1/1 08:30 - 13:00 Room 518					
Productive Communication								Session 1/1 08:30 - 13:00 Room 527				
Public Speaking Without Pain	Session 1/3 09:00 - 12:00 Room 526		Session 2/3 09:00 - 12:00 Room 526			Session 3/3 09:00 - 12:00 Room 526						
Start Upper - How to Become an Entrepreneur								Session 1/3 09:00 - 12:00 Room 512-A		Session 2/3 09:00 - 12:00 Room 521-A		Session 3/3 09:00 - 12:00 Room 521-A
Storytelling with PowerPoint								Session 1/3 09:00 - 12:00 Room 526		Session 2/3 09:00 - 12:00 Room 526		Session 3/3 09:00 - 12:00 Room 526
Stress Management						Session 1/3 09:30 - 12:30 Room 527		Session 2/3 09:30 - 12:30 Room TBC		Session 3/3 09:30 - 12:30 Room 522-B		
Teambuilding with Horses	Session 1/2 08:30 - 13:00 Room 507		Session 2/2 9:30 - 14:00 Todos a Galope (Monsanto)									
Teamwork an Essential Toolkit											Session 1/1 08:30 - 13:00 Room 513	
To Be or not To Be Ready: Drama as the ultimate experience to develop the skills of the future							Session 1/3 10:00 - 13:00 Room 515		Session 2/3 10:00 - 13:00 Room 516		Session 3/3 10:00 - 13:00 Room 516	
Workload Management: For better work-life integration											Session 1/1 08:30 - 13:00 Room 518	
	Tuesday	Saturday	Tuesday	Saturday	Saturday	Tuesday	Saturday	Tuesday	Saturday	Tuesday	Saturday	Tuesday
	2nd	6th	9th	13th	27th	30th	4th	7th	11th	14th	18th	21st

APRIL						MAY					
Number of Groups	Colour Code	CAREER WORKSHOPS	Duration	Number of Sessions	ECTS	Instructor					
1		All About Assessment Tests	1h30	1	0.5	Maria João Santos					
1		Career Paths	4h30	1	0.5	Ana Duarte Ribeiro					
1		Group Dynamics	4h30	1	0.5	Rita Crugera					
1		Grow Your Professional Network	4h30	1	0.5	Ana Duarte Ribeiro					
3		Job Interviews	4h30	1	0.5	Elisa Dinis Paulo Batista da Silva					
2		LinkedIn Building an All Star Profile	4h30	1	0.5	Diana Nascimento Susana Prudêncio					
2		LinkedIn So you have an All Star profile. Now what?	4h30	1	0.5	Frederico Kellen					
1		Map Your Skills for the Future	9h	3	1	Carolina Almeida Cruz					
1		Personal Branding: Storytelling Tools for an Effective Communication	9h	3	1	Tomás Varela Pinto					
1		Preparing Yourself for an International Position	4h30	1	0.5	Paulo Romeiro					
1		Start Upper - How to Become an Entrepreneur	9h	3	1	Carolina Almeida Cruz					
1		Workload Management: For better work-life integration	4h30	1	0.5	Paulo Romeiro					
Number of Groups	Colour Code	BEHAVIOURAL WORKSHOPS	Duration	Number of Sessions	ECTS	Instructor					
1		Active Listening, Interpersonal Communication and Conflict Management	9h	2	1	Daniela dell'Eita					
1		Be H.A.P.P.Y.® - Guide for a Happy and Fulfilling Life	9h	3	1	Miguel Figueiredo					
1		Develop your Social IQ through Horse Wisdom	9h	2	1	Bianca Mendonça					
1		Discover your Heart Intelligence & Flourish	9h	3	1	Barbara Santos					
1		Enhance your Profile Through Personality	9h	3	1	Anita Haensler					
2		External and Media Communication	4h30	1	0.5	Christian Hermanson					
1		Feedback Power Tools	9h	3	1	Mário Neto					
1		How to deliver a Winning Sales Pitch	9h	3	1	Miguel Figueiredo					
1		Leading with Horses	9h	2	1	Bianca Mendonça					
1		Negotiation	9h	3	1	Sérgio Loureiro					
1		Non-verbal Communication & Emotion Recognition in Business	9h	2	1	António Sacavém					
1		Persuade Me, Persuade Me Not A Crash Course on Persuasion	4h30	1	0.5	Filipa Almeida					
1		Productive Communication	4h30	1	0.5	César Ribeiro					
1		Public Speaking Without Pain	9h	3	1	Jolo Ferreira					
1		Storytelling with PowerPoint	9h	3	1	Jolo Ferreira					
1		Stress Management	9h	3	1	Susana Schmitz					
1		Teambuilding with Horses	9h	2	1	Bianca Mendonça					
1		Teamwork an Essential Toolkit	4h30	1	0.5	Ana Paula Jordano					
1		To Be or not To Be Ready: Drama as the ultimate experience to develop the skills of the future	9h	3	1	Margarida Rocha e Melo					