Day	Meeting Point and Time	Activity
Saturday 14 May		Arrival Day Check in at hotel Scandic Simonkenttä
Sunday 15 May	11:00 Bus leaving from Hotel Scandic Simonkenttä	Excursion to Fregatinranta, Seaside house East Helsinki. Easy going welcoming get-together (outdoor activities, lunch, possibility to have sauna and swim in a sea, etc). 17:00 Departure back to Helsinki and at 18:00 arrival back to Hotel More information: http://www.fregatti.fi/venue/fregatinranta/fregatinranta-6
Monday 16 May	Pick-up from hotel at 8.15 by Anu Luoma	10.00-11.30: IPW Kick off (A-Auditorium), opening of IPW, key note speaker, introductions of guest lecturers and the courses. 11.30-12.15 Lunch 12.15-13.45 Classes (2-3x 45 min): Lunch at Metropolia Business School 14:00-16:00 Presentation Skills lecture for all students by Louise Stansfield 14:00- Free time for guest lecturers
Tuesday 17 May	14.00 leave for train to	09.00-13.00 Classes (4 x 45 min) 13.00 Lunch at Metropolia Business School Optional cultural programme:
	Helsinki Pick-up from hotel at 18.30	Gardenia / Suomenlinna / Helsinki sightseeing / Current exhibitions 19.00-> Dinner at Restaurant Saslik http://www.asrestaurants.com/EN/restaurants/saslik/presentation.html
Wednesday 18 May	14.00 leave for train to Helsinki (Ilmala)	09.00-12.30 Classes (4 x 45 min) 13.00 Lunch at Metropolia Business School 14.30-16.00 Company visit to Yle More information: www.yle.fi
		Yle is Finland's national public service broadcasting company. Yle operates four national television channels and six radio channels and services complemented by 25 regional radio programmes.
Thursday 19 May		09.00-13.00 Classes (4 x 45 min) 13.00-14.00: lunch and afternoon coffee in teachers' lounge, Metropolia Business School staff and teachers and visiting lecturers get together.
	Pick-up from hotel at 18.00	19:00 Dinner at Särkänlinna restaurant (summer restaurant on Särkkä island, by boat.) http://www.palacekamp.fi/in_english/restaurants/restaurant_sarkanlinna/
Friday 20 May		10.00-13.00 Final Presentations 13.00-15.00 Farewell lunch at Metropolia Business School

Metropolia Business School covers the costs for travelling card for 5 days (Mon-Fri), lunch on Sunday and Mon-Fri at Metropolia, dinners on Tue and Thu. Other costs will be covered by guests themselves.

The programme offered for guests during the afternoons and evenings are optional.