



**UNIVERSITY OF WEST ATTICA**  
**Directorate of Student Welfare**  
**Career, Liaison, Technology Transfer and Innovation Department**

•**Maria Kaltsogianni**  
**Career, Liaison, Technology Transfer**  
**& Innovation**  
**Office Coordinator**





*Καλημέρα*  
**XAYRLI TONG**





- **EDUCATIONAL TRAINING PROGRAM 1<sup>st</sup> day**
- 1.“How to create and run a Career and Liaison Office from scratch (organisational structure, process - procedures, documentation, etc)” moderated by Maria Kaltsogianni.
- 2.“How to apply a quality management system in a University through MODIP and in a Career and Liaison Office (quality policy, quality management, quality manual, evaluation plan, etc)” moderated by Maria Kaltsogianni - Maria Sigala.
- 3.“How to build long lasting relations between the University and the industry through Liaison Office’s services- Communication with beneficiaries-alumni-IT tools etc” moderated by Maria Kaltsogianni.



## **QUICK FACTS about:**

- **Greece**
- **Higher Education**

## **OUTLOOK TO C.O./L.O./T.O.T.D.C.**

## **LIAISON & CAREER OFFICES IN GREEK HIGHER EDUCATION**

- **Historic**
- **Services**
- **Evolution**

## **UNIVERSITY OF WEST ATTICA IN GENERAL**

- **Departments**
- **Postgraduate Programs**

## **AGENDA**

- **Strategic Planning Process**
- **Why strategic plans don't succeed**
- **Lack of Resources**
- **Lack of Support**
- **Too Many Initiatives/No Time**
- **Major Changes Have Occurred**

## **6 HABITS OF TRUE STRATEGIC THINKERS**

## **DEVELOPING MEASURABLE OBJECTIVES**

## **SEPARATE OUTPUTS FROM OUTCOMES**

## **LINKING LEARNING OUTCOMES & MEASURES**

## **CASE STUDY: CLIO UNIWA**

- **Offers**
- **Aims to**
- **Can help**



## **CASE STUDY:**

- **To achieve its goals**
- **Provides information on**
- **Services provided can be used by**
- **How?**
- **Indicative material**
- **Flashback in time**
- **NACE standards**
- **Mission**
- **Program components**
- **Organization**
- **Code of practice & Ethics**
- **Human Resources**
- **Funding**
- **Events**
- **Basics Processes**
- **Statistics**

## **FORTH**

- **Organizational Structure**
- **Forth Liaison Office**
- **Forth Spin-offs**





## **CASE STUDY: CENTER OF TECHNOLOGY TRANSFER & DEVELOPMENT UNIVERSITY OF CRETE**

- **Principles**
- **Objectives**
- **Activities**
- **Key Services**
- **Technology Offer**
- **Intellectual Property Rights**
- **Technology Mapping**
- **Industry Mapping**
- **Portfolios**
- **Development Projects**
- **Related Activities**

**QUESTIONS-ANSWERS**

**DISCUSSION**



# QUICK FACTS

- Greece, officially known as The Hellenic Republic.
- **Location:** Southernmost country on the European mainland.
- **Size:** 131.940 km<sup>2</sup>.
- **Population:** 11.304.000 (2011 - census).
- **National Language:** Greek
- Member of the European Union and NATO
- **Greece's capital city, Athens**, (population: 3,074,160) is also its largest, and is served by Piraeus, which is the country's main port. Although more than half the population is classified as urban, rural life retains a powerful influence.





# QUICK FACTS

- The Platonic Academy (sometimes referred to as the University of Athens), founded ca. 387 BC in Athens, Greece, by the philosopher Plato,
- lasted 916 years (until AD 529) with interruptions.
- Around 335 BC, Plato's successor Aristotle founded the Peripatetic school, the students of which met at the Lyceum gymnasium in Athens. The school ceased in 86 BC during the famine, siege and sacking of Athens.
- During the Hellenistic period, the Museion in Alexandria (which included the Library of Alexandria) became the leading research institute for science and technology from which many Greek innovations sprang. The engineer Ctesibius (fl. 285–222 BC) may have been its first head. The reputation of these Greek institutions was such that three modern words derive from them: the academy, the lyceum and the museum.





# QUICK FACTS

- The university as an institution was historically rooted in that medieval society which it in turn influenced and shaped.
- From the early modern period onwards, the university gradually spread from the medieval Latin west across the globe, eventually replacing all other higher-learning institutions and becoming the preeminent institution for higher education everywhere. This process occurred in the following chronological order:
  - Western Europe (since 11th/12th century)
  - Eastern Europe (since 14th/15th century)
  - Americas (since 16th century)
  - Australia (since 19th century)
  - Asia and Africa (since 19th/20th century), except in the Philippines where the University of Santo Tomas was established in the 17th century.



# QUICK FACTS

- 1088, University of Bologna, Kingdom of Italy, Holy Roman Empire, Bologna, Italy
- The first university in the sense of a higher-learning, degree-awarding institute, the word *university* (Latin: *universitas*) having been coined at its foundation. It received, in 1158, from the Emperor Frederick I Barbarossa the "Authentica habita" which settled rules, rights and privileges of Universities.





# QUICK FACTS

- Greece:
  - Ionian Academy, 1824
  - NTUA, 1836
  - University of Athens, 1837



## Greek Higher Education till March 2018

Greek Higher Education consists of:

- 22 Universities, including Polytechnic Schools,
- the School of Fine Arts and the Hellenic Open University (EAP),
- 14 Technological Educational Institutes (T.E.I.)
- and the School of Pedagogic and Technological Education (ASPETAI).

They were all public.



## Greek Higher Education July 2019

Greek Higher Education consists of:

- 24 Universities, including Polytechnic Schools,
  - the School of Fine Arts and the Hellenic Open University (EAP),
- 1 School of Pedagogic and Technological Education  
ASPETAI .

They are still all public.

# Greece has:

- 4 or 5 years Bachelor Degree – No tuition fees
- 1 or 2 years Master Degree - No tuition fees/ Low tuition fees/ Tuition fees from 1000euros to 10000euros per program
- 3 years Phd/ No tuition fees/ Low tuition fees/
- Normal living cost for a student around 500-600euros per month





# OUTLOOK TO CAREER OFFICES/LIAISON OFFICES/CENTERS OF TECHNOLOGY TRANSFER & DEVELOPMENT

- European Model- Career Centers were created first in British Universities followed by Italian and Austrian Universities.
- American Model- Career Centers were created almost the same time with the British Universities. They are considered to be the most organised and successful ones.
- Asian Model



# OUTLOOK TO CAREER OFFICES/LIAISON OFFICES/CENTERS OF TECHNOLOGY TRANSFER & DEVELOPMENT

- Liaison Offices/ Centers of Technology transfer (TOT) & Development started operated long after the Career Offices worldwide with the American ones at a high rank.





# OUTLOOK TO CAREER OFFICES/LIAISON OFFICES/CENTERS OF TECHNOLOGY TRANSFER & DEVELOPMENT

- SEVERAL NETWORKS & ASSOCIATIONS AT NATIONAL (**Horizontal Action of Greek T.E.I.'s Liaison Offices**), EUROPEAN ([EUI-Net](#) , [EUE-Net](#), [Q-PlaNet](#), etc), AMERICAN (NACE) INTERNATIONAL LEVEL ([CDOnet](#) etc).







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Career Development Offices

*Career Services*

*Technology Transfer & Development*

*Spin off companies*

*Born global enterprises*

*First mover advantage*

Networking

Higher Education

Alumni

Economic development

*Global Economy*

*Liaison Offices*



## *Liaison & Career Offices in Greek Higher Education*

- 30years institution for Greek Higher Education,
- they appeared in Universities & Technological Education Institutes of the country in the early 1990s, under relevant financing from the A' CSF.
- The continuation of funding through B' and C' CSF allowed the creation of Liaison Offices in almost all Institutions of Higher Education, which, through a wide range of activities have been developed, aimed at supporting the academic community, particularly students and alumni in their transition efforts from study to professional life-from the University to the labor market





## *Liaison & Career Offices in Greek Higher Education*

- Almost the same period, simultaneously with the Career Offices, the Liaison Offices initiated to operate under the same funding source but under the Ministry of Growth-not the Ministry of Education. The purpose of the Liaison Office is to support the members of the University community and to help create the appropriate partnerships for further development of innovative research results.





## *Liaison & Career Offices in Greek Higher Education*

- Liaison Office (or Center of Technology Transfer & Development) is usually organized into two units.
- The Unit of Public Relations and Promotional partnerships in research and the Unit of Research Results Development & Exploitation.
- The Unit of Public Relations and Promotional Partnerships aims to intensify the participation of research groups of the University proposals according to the interests of researchers and focuses on finding suitable partnerships and appropriate funding sources for the development of research activity of researchers.
- The Unit of Research Results Development & Exploitation aims at providing the necessary assistance to researchers to develop & exploit their research results.



## *Liaison & Career Offices in Greek Higher Education*

- The existing services offered by the Liaison (or Center of Technology Transfer & Development) & Career Offices appeal to a wide audience, which extends from academic community (students, postgraduate students, alumni, faculty members, Researchers etc) to the labor market (enterprises, chambers, employers' organizations, etc.) and the wider community ( students, parents, School Vocational Guidance counselors from area Secondary Education etc.).





- Counseling Services
- Services in connection with the labor market
- Services related to Postgraduate Studies and Scholarships
- Services to faculty members and departments of their institutions.
- Information Services to Secondary Education.
- Events-Organized events, meetings and workshops with topics relevant to the labor market and career days and selection Masters Curriculum.
- Entrepreneurship Services.
- Surveys.





- Continuous recording of interesting workshops and opportunities for participation in programs,
- System targeted information on interesting workshops available funding,
- Counseling and support for participation in proposals,
- Assistance in finding suitable partners, Finding partners,
- Counseling in signing the agreements on intellectual property and cooperation agreements in the context of equity -funded programs,
- Contact with local businesses who are interested in cooperation with the University, Creating networks with other Liaison Offices in Greece and abroad,
- Establishing relationships with regions, municipalities and other bodies involved in the development of the region,
- Establishing relationships with our nearby universities and colleges,
- Organization of information days for researchers,
- Organization of information days for local entrepreneurs,



- **Contact with the local press,**
- **Production of information material,**
- **Maintain updated website,**
- **Continuous recording of useable research laboratories results to find suitable mode of recovery and appropriate method of financing,**
- **Providing legal advice and assistance for the registration of a research and cooperation agreements: Copyright, Trademark, Draft , Patents, Confidentiality Agreement for preliminary discussion exploitation investigation, Technology transfer agreements or technology to third parties, License Agreement, Cooperation Agreements, Surveys, Support in applying for patent,**
- **Investigate the existence of another patent, Decision on Greek or other patent,**
- **Assisting in the preparation of the patent application,**
- **Applying patent, Find programs or other funding agencies for exploitation of research results,**
- **Financing of current programs,**
- **Funding from specific industrial or other entities) that are in contact and may be interested,**
- **Funding from Venture Capital,**
- **Funding bodies warmers,**
- **Find partners through participation in targeted Investment Forums.**





# Evolution

- In 2009 a new structure was born. **The S.E.C. (Structure of Employment and Career)**.
- It coordinated the operation and further strategic planning & development of the following:
  - Liaison Office,
  - Practical Training Office
  - Innovation and Entrepreneurship Unit
  - Counselling and Psychological Support Center and
    - Center of Technology Transfer & Development
- Objectives of the new Structure were the exploitation of economies of scale, the optimisation of co-ordination and management as well as the enlargement and aid of networking with other institutions, the job market and the certified institutions of promotion of employment.





The University of Western Attica was created as a result of the merger of the TEI of Athens and TEI of Piraeus, in March 2018. It has modern infrastructure including three completed and adjacent university facilities of more than 108,000 square meters in three areas of a total area of more than 148 acres. The newly founded University of Western Attica (PADA) has:

- a total of 6 Schools and
- 27 Academic Departments, with a first cycle of eight academic semesters and comprising courses corresponding to 240 credits.
- 51 postgraduate programs each corresponding to 120 credits.



[www.uniwa.gr](http://www.uniwa.gr)





**TEI PIRAEUS was one of the oldest T.E.I.s in Greece, while Uniwa is the third biggest Universities-located on the edge of the historic Elaionas area of Athens, where philosophers used to teach in ancient times (e.g. Plato's Academia), -**

- ✓ **established and operates under the terms of Law 1404/83 in 1983, 2916/2001, 3549/2007, 4009/2011 & 4076/2012, .**
- ✓ **Students wishing to enter the T.E.I. must first successfully take the Panhellenic examinations**
  - ✓ **full attendance is compulsory**
- ✓ **offers both theoretical and practical education to help students use their scientific, technological and artistic knowledge and skills**
- ✓ **Courses at each of the departments last for eight or ten(engineering) semesters, including either a 6 or 2 month period of Practical Training**
- ✓ **To gain a degree, students need to complete successfully the courses offered by their department, write a dissertation and complete a Practical Training.**





## **FACULTY OF ENGINEERING**

**Department of Electrical and Electronics Engineering**

**Department of Biomedical Engineering**

**Department of Industrial Design and Production Engineering**

**Department of Informatics and Computer Engineering**

**Department of Surveying and Geoinformatics Engineering**

**Department of Mechanical Engineering**

**Department of Naval Architecture Engineering**

**Department of Civil Engineering**

## **FACULTY OF BUSINESS, ECONOMICS & SOCIAL SCIENCES**

**Department of Archival, Library and Informatics Studies**

**Department of Business Administration**

**Department of Tourism Management**

**Department of Social Work**

**Department of Accounting and Finance**

**Department of Early Childhood Education and Care**

## **FACULTY OF APPLIED ARTS AND CULTURE**

**Department of Graphic Design and Visual Communication**

**Department of Interior Architecture**

**Department of Conservation of Antiquities and Works of Art**

**Department of Photography and Audiovisual Arts**

## **FACULTY OF HEALTH AND CARE SCIENCES**

**Department of Biomedical Sciences**

**Department of Physiotherapy**

**Department of Occupational Therapy**

**Department of Midwifery**

**Department of Nursing**

## **FACULTY OF FOOD SCIENCES**

**Department of Food Science and Technology**

**Department of Wine, Vine and Beverage Sciences**

## **FACULTY OF PUBLIC HEALTH**

**Department of Public and Community Health**

**Department of Public Health Policies**

## INDICATIVE POSTGRADUATE PROGRAMS

- Accounting and Finance
- Master in Business Administration
- Public Economics and Policy
- International Business Management
- Health Services Administration
- Science of decisions with information systems
- Energy Systems Management and Optimization
- Information & Communication Technologies in Education
- Networking & Data Communications
- Master in health and social welfare services
- Applied Information Systems
- Management in construction
- Applied Policies and Techniques of Environmental Protection
- Educational Technology & Human Resources Development
- Advanced Industrial & Manufacturing Systems
- Master of Science in Energy
- Interactive & Industrial Product & System Design
- Seismic & Energy Upgrade Construction & Sustainable Development
- Industrial Automation





# AGENDA



- A new concept: The University decides to set up an organised Career & Liaison Office.
- The aim: to integrate the independent points into a big one.
- Tips & Tricks for the beginners.
- Vision, mission, goals.
- *Strategic Planning, Program Assessment, Branding.*



# Strategic Planning Process

- **1. Analyze organization.**
- **2. Identify critical issues, problems, trends.**
- **3. Define core organizational values/guiding principles.**
- **4. Create/review vision statement.**
- **5. Identify gaps.**





# Strategic Planning Process



- **6. Develop/refine mission statement and goals** (ex. To assist students and fresh graduates find career opportunities so as to access a better employment, To provide services from the first year until the graduation, or further. One big umbrella - To put together and monitor the several independent student services).



# Strategic Planning Process

- **7. Develop action plan:**

Find a location, Hire your staff, Buy the necessary equipment, Make a design and layout for the center, Prepare your homepage, Built collaboration with companies, communicate with the university community.

**Precise the services you would like to provide,**

**Services** – for whom, For students: Demand on services different – freshman, sophomore and senior year students need different services/  
For Alumni/ For Employers

**What kind of services?,** For students: to make them familiar with the resources available in the university, get to know faculty, administration, etc., How to create a career – it should be a part of the official educational material

**Make a timetable** – not all the services can be provided in the first time!).





# Strategic Planning Process

- **7. Develop action plan:** What kind of services?,  
Trainings: how to create an effective CV and cover letter - academic writing, personality development, Preparation for a job interview, interview skills, Time Management  
Investigate the job possibilities, plan a job search, make a carrier



# Strategic Planning Process

## • 7. Develop action plan:

Job Fair/ Job, internship - a company introduces himself/ Job offers, Applications, Form: paper based, internet based, lectures/ Internship, Cooperative, work integrated education, Part-time / summer jobs, Internship abroad, Cooperation between the career center and the office for international mobility, further cooperation between the career center and IAESTE and AIESEC/



Need of a database, Company info – employee database, Alumni database, Study abroad Erasmus database, Determine the data you need, Use your database and make a survey, Measure the results, Publish your results



A complex Alumni is needed

Services for employers

Involvement of the staff





# Strategic Planning Process

- **8. Implement plan and assign responsibilities.**
- **9. Measure, evaluate and report.**

A career centre/liaison office can be organized only step by step. Not everything can be solved immediately: sequence planning is needed. Solving of the financial problems.



# Why Strategic Plans Don't Succeed

- **Lack of Resources**



- **Lack of Support**



- **Too Many Initiatives/No Time**



- **Major Changes Have Occurred**





# Lack of Resources



- Never enough...money, staff, facilities, equipment...
- Resources should be part of the plan!
- Link budget decisions to the plan
- Prioritize, reallocate, eliminate, reduce, reorganize to meet strategic priorities
- Organizations that engage in strategic planning outperform those that don't (jobs, revenue, growth).

***REMEDY: Program Prioritization and Review***



# Program Prioritization and Review (PPR)

- **1) DESCRIPTION OF PROGRAM**
- **2) PROGRAM GOALS:** *Alignment, importance, effectiveness, planned changes and impact*
- **3) INTERNAL/EXTERNAL DEMAND FOR PROGRAM:** *Key users, demand/changes in, capacity, impact*
- **4) QUALITY OF PROGRAM**
- **5) COST-EFFECTIVENESS OF PROGRAM:** *Cut costs or operate more efficiently? Revenues? Outside funding opportunities?*
- **6) PRIORITIZE PROGRAMS:** *Expand, Maintain, Reduce or Restructure or Eliminate*





# Lack of Sr. Administration Support

- Why no one cares about your goals but you (and maybe your staff)?
- Look out...Look up
- Listen up...Line up

Alignment results in:

- Resources
- Recognition
- Opportunities



## ***REMEDY: Aligning Goals and Developing Line of Sight***

- Top Goals of Organization
  - “Next Level Up” Goal
- Other Team’s Goals, Your Team’s Goals
- Your Direct Reports’ Goals



## Major Changes Have Occurred

- Strategic Plans can be reviewed and reset
- Great opportunity to incorporate new trends and needs
- Could do this as you get to final year/s to gain “second wind” to the plan’s “finish line.”

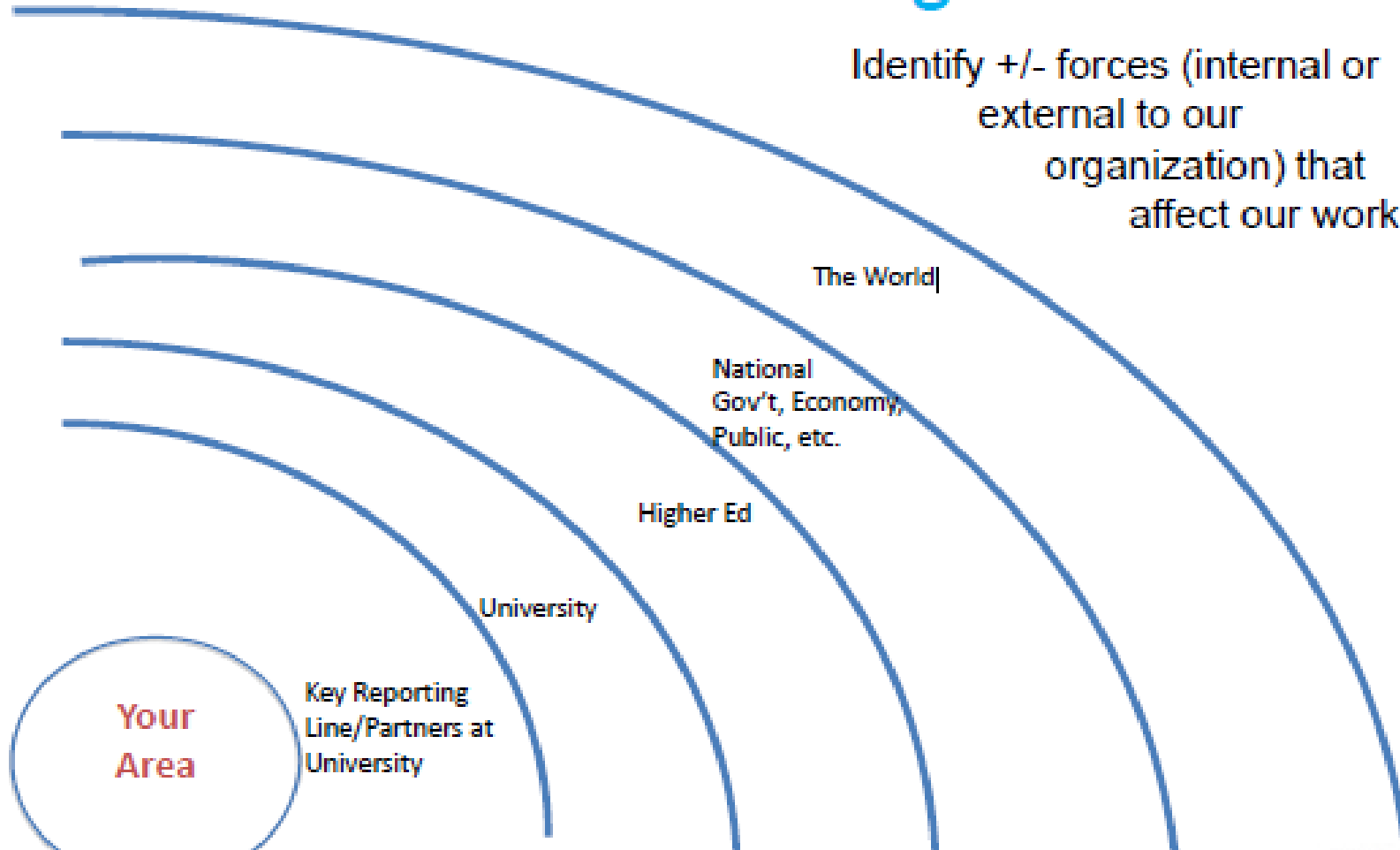
***REMEDY: Environmental Scan and Strategic Plan  
Review /Reset***





# Concentric Circles Diagram

Identify +/- forces (internal or external to our organization) that affect our work



# Too Many Strategic Initiatives

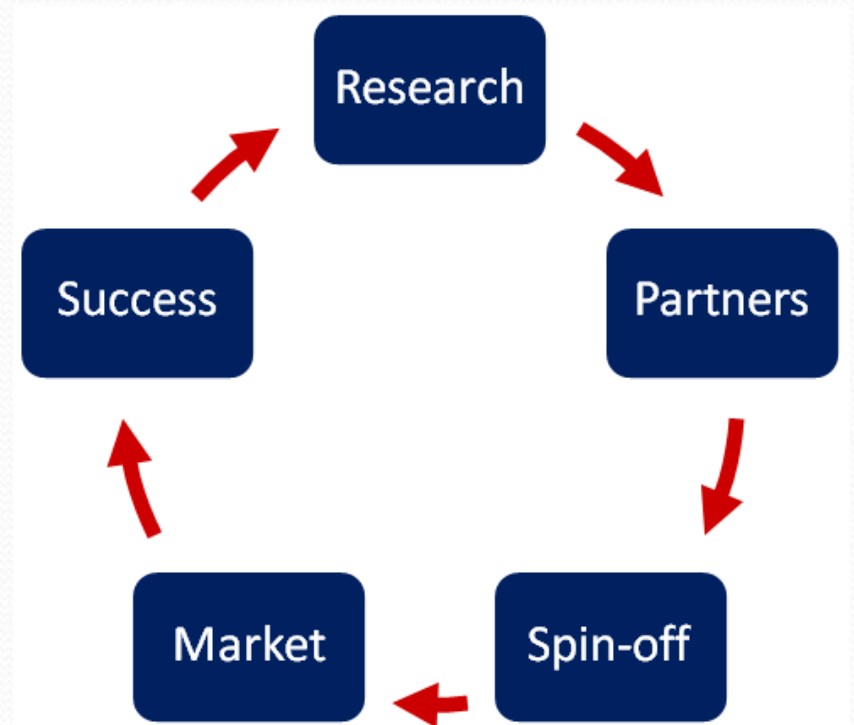
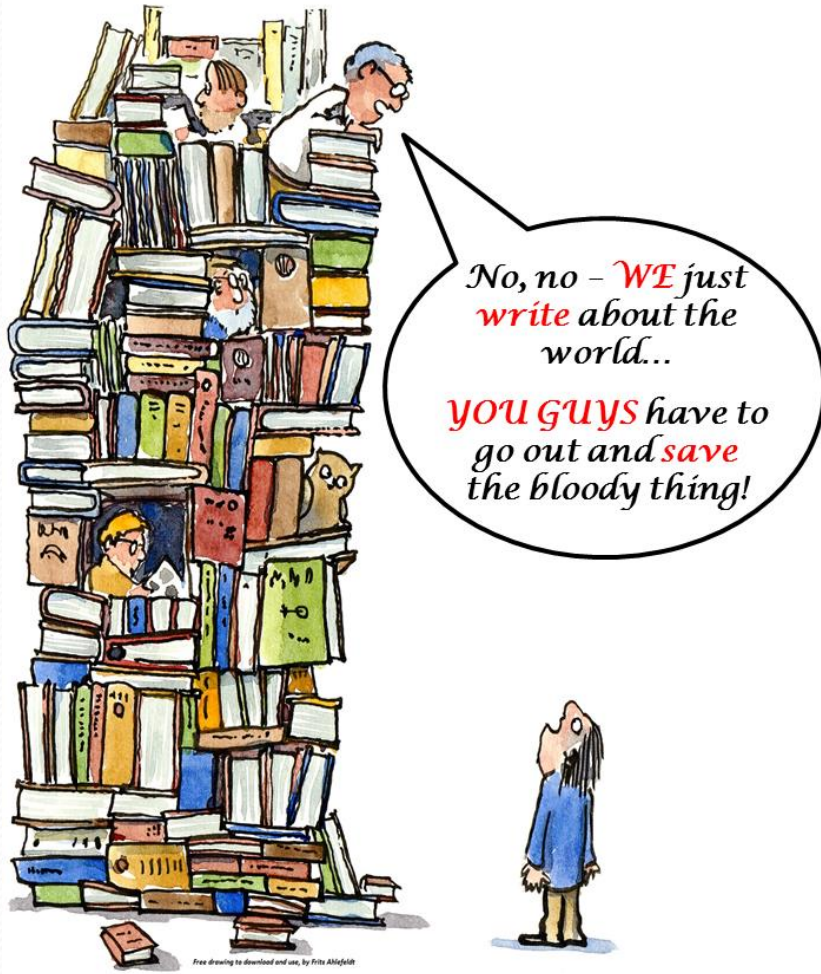
***REMEDY: Wildly Important Goals***





- Wildly Important Goals (WIGs)
- Identify most important goals (team/ cross-functionally)
- Determine measures and activities (what can you do every day?)
- Build a scoreboard and track process
- Formative evaluation and adjustment







# 6 Habits of True Strategic Thinkers

## *Do You Have What It Takes?*

- **Anticipate:** *Look beyond what's directly ahead, have "peripheral vision."*
- **Think Critically:** *Critical thinkers question, reframe and challenge.*
- **Interpret:** *Ambiguity is unsettling...often we look for quick solutions. Hold steady and get multiple perspectives.*
- **Decide:** *Don't get "analysis paralysis." Balance speed, quality, agility. Make a decision to do "good enough."*
- **Align:** *Foster open dialogues, build trust & engage key stakeholders. But total consensus is rare.*
- **Learn:** *Keep honest feedback coming. Shift course, if needed. Celebrate successes and well-intentioned failures. ~Paul J. H. Schoemaker: Founder and Chairman, Decision Strategies Intl*



## Assesses

- Performance
- Effectiveness
- Quality
- Value

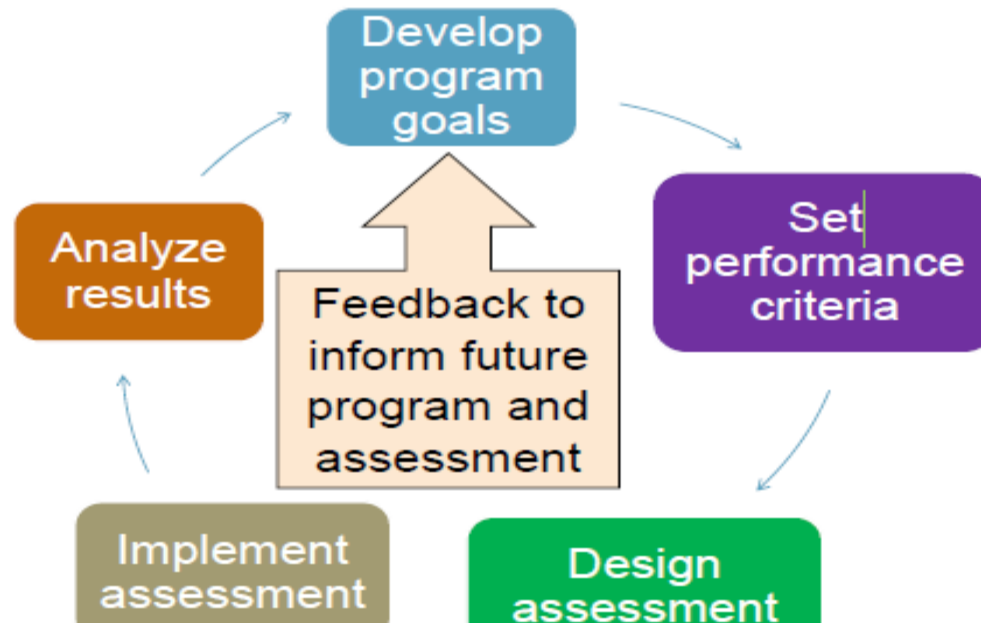
## Informs

- Planning
- Program improvement
- Decisions

Evaluates  
programs, not  
people

Creates  
Accountability

## Assessment Process





# Developing Measureable Objectives

- **Knowledge** -What beneficiaries should know and understand by the time the program is completed.
- **Skills**- What beneficiaries should be able to do by the time the program is completed.
- **Attitudes** For example, how confident beneficiaries are that they can perform identified skills.



# Determine what the objective is targeting

- **Examples**
- **Knowledge:** Students will be able to **describe** the necessary steps, stages, and requirements of graduate school applications.
- **Skills:** Students will be able to successfully **complete** an employment application.
- **Attitudes:** Students will **appreciate** the importance of the various aspects of the application process.





# Separate Outputs from Outcomes

- **Output:** Number of students attending the job search skills workshop.
- **Outcomes:** Students will be able to identify the steps in an effective job search.



# Linking Learning Outcomes and Measures

- **Outcome:** Students will be able to document their qualifications for a position in their resume.
- **Measure 1:** The resumes of 90% of students who completed a resume development workshop or online module will be rated at least satisfactory by a Career Development evaluator on a review of their resumes. A scoring rubric will be used for assessment by the evaluator.







- Launch marketing campaign
- Increase Name Recognition
- Increase awareness of programs & services
- Increase usage & engagement

## Taglines

- Develop key messaging around who you are and what you do
- Tagline for website and brochures
- *Expanded message for website*
- Uses colors to provide distinct, yet unified identities



Career, Liaison (Education-Production), Technology Transfer and Innovation Office (CLIO) of the University of Western Attica – is the mutation of the Liaison Office - being the historical and institutional follow-up of the first Career Bureau, which was established in 1993.

• *Permanent Staff in 2019:*

General Directorate of Administrative and Academic Affairs and Student Welfare of the University of Western Attica.

Directorate of Student Welfare of the University of Western Attica.

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Career, Liaison,  
Technology  
Transfer &  
Innovation Office



Flashback  
in time

**1993: Establishment of Career Office,**

with Scientific Director Dr Solon Antoniou (1993-2010),

Scientific Director Dr Dimitris Tseles (2010-2013)

Scientific Director Dr Pantelis Malatestas (2013-2014)

Scientific Director Dr George Nicolaidis (2014-.....)

Dep. Scientific Director Dr Georgios Priniotakis (2014-.....)

1997: Incorporation into the 2<sup>nd</sup> C.S.F., renamed to Liaison Office  
& starts participating in the Horizontal Action of Greek T.E.I.'s Liaison Offices

2001: Incorporation into the 3<sup>rd</sup>  
C.S.F. & in the formal organizational structure of T.E.I.

2010: initiation of the operation of S.E.C.

(Structure of Employment and Career)

(total budget: 2.647.897,00 €)

with Institutional Scientific Director Dr Antonis Antoniou (2009-2013)

with Institutional Scientific Director Dr Dimitris Tseles (2013-.....)

2007: Becomes a member of the EUE-NET (European Universities Enterprises Network)  
2010: Becomes a member of the CDO-NET (European Career Development Offices Network)

**2015: 22 years of successful operation (1.683.572,81€)**

**2018: (MUTATION) Career, Liaison, Technology Transfer & Innovation Office of UNIWA**

1. Mission of the **Career, Liaison (Education-Production), Technology Transfer and Innovation Department** of UNIWA is the provision of high quality services both to the Educational community and to the Private and Public Sector enterprises, Organizations, Local Government Services and Collective Bodies for the achievement of the following goals: a) liaison, mediation between the Higher Education Institute, education, production and services, communication with students/graduates and (b) the promotion of innovation & entrepreneurship.



Career, Liaison,  
Technology  
Transfer &  
Innovation Office



ΠΑΝΕΠΙΣΤΗΜΙΟ  
ΔΥΤΙΚΗΣ ΑΤΤΙΚΗΣ  
UNIVERSITY OF WEST ATTICA



1. (a) Contribution to the training, specialization and professional rehabilitation of graduants and graduates of the Institute.
- b) Development of a network of collaborating enterprises and organizations, identification of possible jobs, maintenance of a database and publication of relevant vacancies / job vacancies in Greece and abroad, on the relevant website, while promoting the interested candidates to the respective companies. Business Needs Coverage with specialized executives in Greece and abroad.
- c) Update of the Academic Community about the needs and requirements of the market & production and contribution to the curriculum adaptation activities.
- d) Cooperation with the corresponding Departments (Undergraduate & Postgraduate) of Tertiary Education and other relevant institutions (embassies, educational institutes, chambers, etc.) in Greece and abroad.
- e) Information Offer for Postgraduate Studies, Scholarships, Qualifying Exams, Seminars, Conferences, Workshops in Greece and abroad.
- f) Provision of information and advisory services (e.g. support for the preparation of the application file) to students and graduates on educational issues, employment opportunities and post-training / research opportunities in Greece and abroad. The provision of employment and career counseling services through individual or group sessions, seminars and workshops on issues such as CV, selection interview, job search techniques, etc .;
- g) Development and editing of educational and advisory material in printed and electronic form as well as the management and utilization of specialized psychometric tools for the needs of providing personalized information and counseling services to students and graduates (Career Management Guide, Postgraduate Studies & Scholarships Guide to Greece and external, etc.).
- h) Support of activities that contribute to the vocational orientation of students and graduates of Secondary Education, regarding the specializations and the offered work of the Institute.
- i) Development of cooperation networks, at local, national and international level, with productive, social actors to jointly promote employment, tackle the migration problem of new scientific potential, the brain drain, in general promote liaison.



Career, Liaison,  
Technology  
Transfer &  
Innovation Office



ΠΑΝΕΠΙΣΤΗΜΙΟ  
ΔΥΤΙΚΗΣ ΑΤΤΙΚΗΣ  
UNIVERSITY OF WEST ATTICA

- k) Creative communication with graduates who are employed in important public and private positions with a view to mentoring students (mentoring community).
- l) Organization of Multi-Thematic Events-Workshops-Exhibitions-Seminars (Career Days, Liaison: From study to profession, Open Week with the participation of enterprises, organizations from all sectors of the Greek economy, Innovation Festival, Soft Skills / Thinking Labs, etc.). Promotion of the services and presentation of the project and the results of the activities of the department through publicity activities (eg information events) as well as through the use of the relevant websites and social networking tools.
- m) Research - Studies (Labor Market Study, Career Path Monitoring Research, Professional Guides etc).
- n) Supporting the activities of the PUAS Alumni Association.
- (o) Adoption of an active framework for the promotion of the entrepreneurship through innovative and conventional education and training actions flexibly linked to undergraduate internships, open visits, job shadowing, etc.
- p) Promotion of students' entrepreneurial ideas, provision of education / training to an extended circle of beneficiaries, strengthening and promotion of research / innovation towards entrepreneurship education, enhancing cooperation between the academic community and industry, linking education with the labor market. Extending the Enterprise Entrepreneurship Network.
- q) Creation of innovative tools for the search, identification and promotion of the capabilities / skills of providing technological services or other research products at the University. (List of Capabilities of Laboratory Services, List of Researchers' Skills, Portal) in collaboration with the scientific departments.
- (r) Support for technology marketing actions. Development of new mechanisms for Mediation and Technology Transfer, for the exploitation of research results and for the management, contribution to the promotion and support of spin off companies.
- s) Familiarization of students / graduates with the concepts of innovation and entrepreneurship, development of know-how and skills to promote them, encourage entrepreneurial action and support groups benefiting from business ventures in the early stages of development. Archiving and presentation of successful projects in entrepreneurship and innovation developed at the University.



Career, Liaison,  
Technology  
Transfer &  
Innovation Office



ΠΑΝΕΠΙΣΤΗΜΙΟ  
ΔΥΤΙΚΗΣ ΑΤΤΙΚΗΣ  
UNIVERSITY OF WEST ATTICA



**(ii) Participation in third party events and local, national and international networks with the aim of continuously educating its staff on education, employment, innovation and entrepreneurship progress.**

**(k) Immediate promotion of information and evolution through the continuous updating of the website, e-journal, information material (printed and electronic), reading room, bulletin board, etc.**

**Continuous enrichment and expansion of the Information System.**

**u) Support of Academic Community members on various related issues.**

**(vb) Monitoring of students, graduates, companies that used the Services and gathering, recording of data for monitoring / evaluation and reporting. Periodic systematic evaluation of the overall project and the results.**

**w) Compliance with the Code of Conduct as a framework for impartial service delivery and equal treatment for all users.**

**(d) Maintaining a management system through performance targets and measurement and implementing a quality management system (application of ISO 9001: 2008), with the goal of providing quality services that meet the needs of service users.**



Career, Liaison,  
Technology  
Transfer &  
Innovation Office



ΠΑΝΕΠΙΣΤΗΜΙΟ  
ΔΥΤΙΚΗΣ ΑΤΤΙΚΗΣ  
UNIVERSITY OF WEST ATTICA

# Building Success: It's Not a Sprint, It's A Marathon

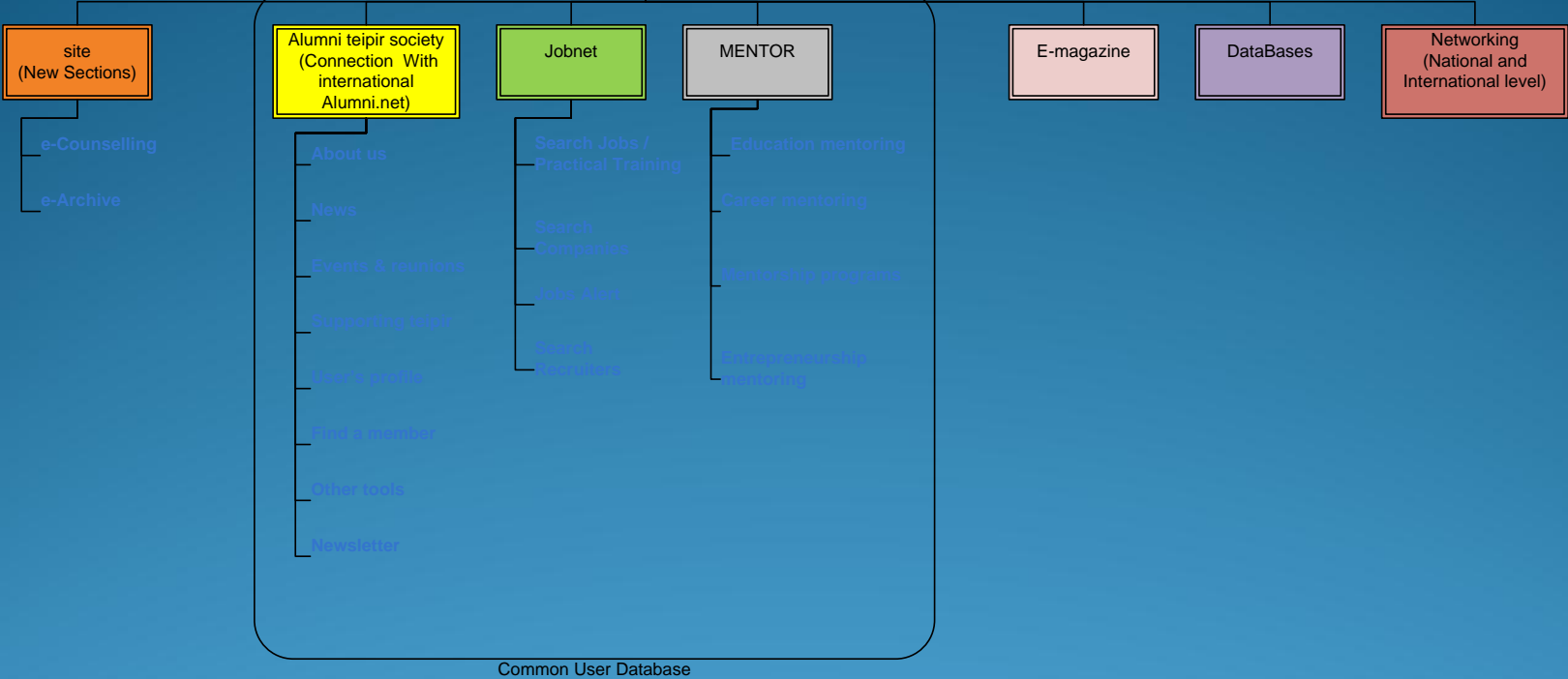
**The more competitive the outcomes sought, the more important career planning becomes.**

- A student's career development is a process, not a single event.
- It's important to start early and build success through a continuum of career-related activities throughout the undergraduate years.





INTERACTIVE REAL TIME INFORMATION NETWORKING SYSTEM  
e- servicenet



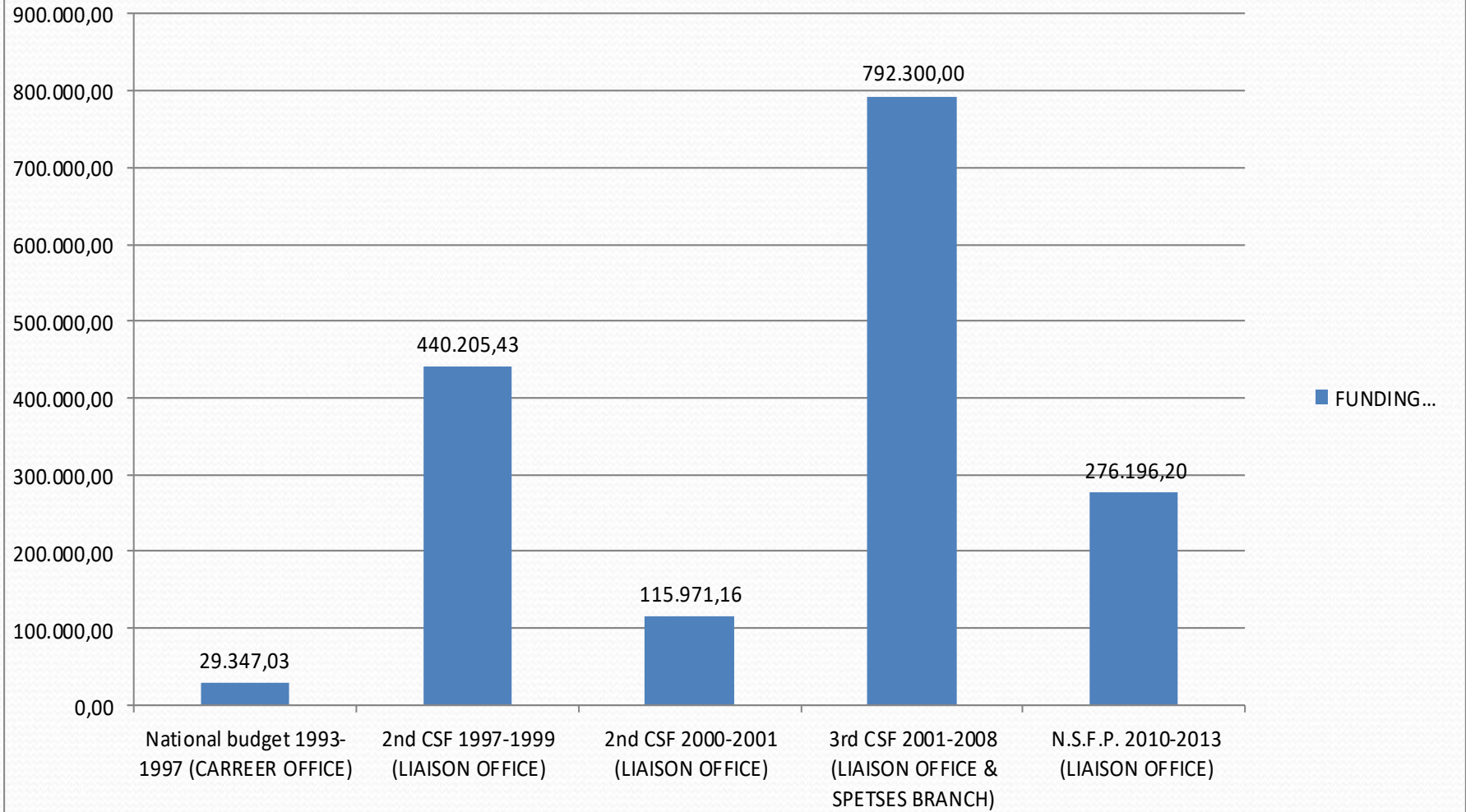
\* (RSS, dig, stumbleupon), forum, community board etc.



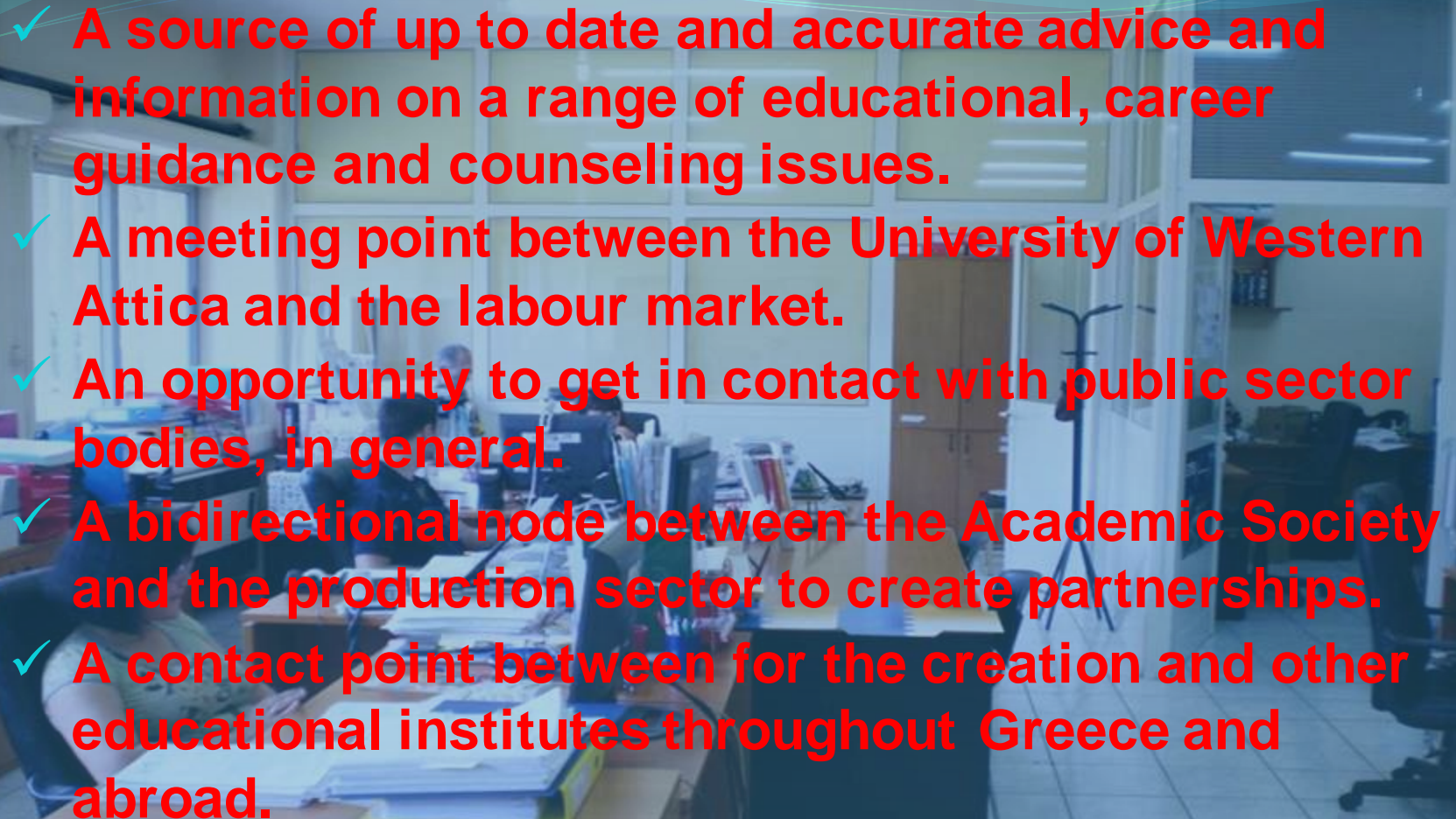
Career, Liaison,  
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Transfer &  
Innovation Office



## FUNDING (EUROS)





- 
- ✓ **A source of up to date and accurate advice and information on a range of educational, career guidance and counseling issues.**
  - ✓ **A meeting point between the University of Western Attica and the labour market.**
  - ✓ **An opportunity to get in contact with public sector bodies, in general.**
  - ✓ **A bidirectional node between the Academic Society and the production sector to create partnerships.**
  - ✓ **A contact point between for the creation and other educational institutes throughout Greece and abroad.**



## To carry out its work

- maintains confidential databases with details of companies, graduates, students, etc.
- brings students and graduates into contact with potential employers to open up work placement and career opportunities, respectively
- organises special events, exhibitions, etc.
- offers counselling on personal and career issues
- keeps its libraries well stocked with a wide range of information, both in printed form and on-line
- publishes information material
- has its own dedicated website and
- produces relevant studies
- offers free access to the Internet and also provides a reading room
- supports activities that help secondary-level students to make vital career decisions and to take advantage of the specialised services offered by the Institute
- has established co-operation with a network of similar organisations
- Promotes entrepreneurship through innovative and conventional education and training actions, flexibly linked to the undergraduate internships, open visits, job shadowing, etc. It highlights and promotes business ideas for students. (Open Innovation Festival)
- Supports the submission of entrepreneurship proposals, the analysis of the institutional framework for patenting ideas,
- Contributes to the creation of innovative tools for searching, identifying and viewing the capabilities/ skills of providing technology services or other research products (List of Capabilities of Laboratory Service Providers, List of Researchers' Skills, Portal) in collaboration with departments,
- Supports actions of technology marketing,



Career, Liaison,  
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# The Liaison Office provides you information on:

**i**

- Postgraduate Studies
- Scholarships, bequests
- Transfer options to other courses
- Details of companies and organisations

**i**

- Professional Rights
- Practical training and job vacancies
- Entrepreneurship

**i**

- Training programmes & further education for socially vulnerable groups
- Seminars, special events, conferences, etc.
- Agreement or joint projects, I & D research projects.

- Guidance on how to write a curriculum vitae, covering letters, and how to deal with interviews

### ***To achieve its goals the Liaison Office:***

- Publishes information material.
- Organizes workshops, special events and exhibitions.
- Keeps its libraries well stocked with a wide range of information, both in printed form and online.
- Maintains confidential databases with details of companies, graduates, students etc.,
- Conducts Graduate Career Path Monitoring Research, Labour Market Studies, Job Profiles Guides Studies etc.
- Offers counseling on personal and career issues and performs individual and group consultative seminars.
- Has its own dedicated website, blog, e-magazine, Facebook profile, Twitter, Linked In and Youtube accounts, which are regularly updated.
- Participates in third party activities,
- Coordinates and supports activities of Alumni Association.
- Develops information guides: Career Management Guide in Greece and Abroad, Post Graduate Studies & Scholarships Guide in Greece and Abroad, etc.
- Enables the use of computers with free internet access and also provides a reading room.



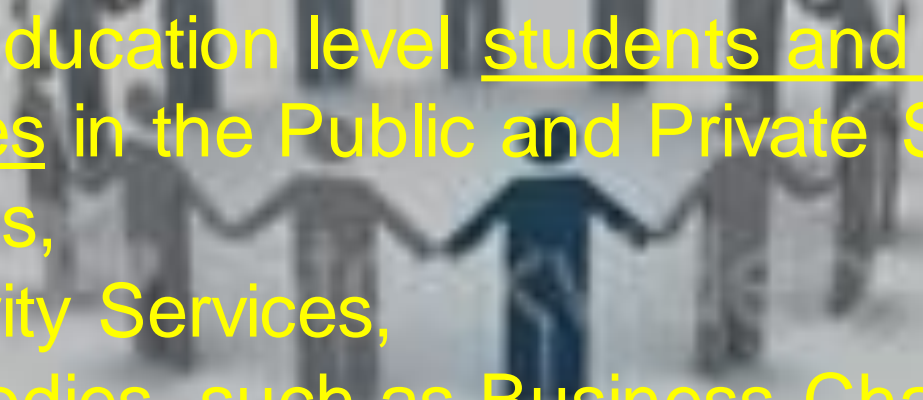


*Services provided by the Liaison Office can be used by:*

- **Companies-Organizations** which are looking for specialised staff to fill job vacancies and seeking to develop co-operation with the Institute.
- **Members of the Academic and Administrative Community**, who need support organizing various events.
- **Greek and foreign Educational Institutes** interested in developing collaborations with UNIWA.
- **KE.SY.P** (Advisory and Orientation Centres) and **GRA.S.E.P.** (Advisory and Professional Orientation Offices) – Secondary – level students who require information concerning UNIWA's departments and career opportunities for graduates of these departments.

# WHO ARE WE FOR?

## CLIO can help:

- All Tertiary Education level students and graduates
  - All companies in the Public and Private Sector,
  - Organisations,
  - Local Authority Services,
  - Collective Bodies, such as Business Chambers,
  - Co-operatives, etc.
- 



*Services provided by the CLIO can be used by:*

- **Students (undergraduate & postgraduate)** of all Higher Education, seeking opportunities & prospects to continue their studies, to get into the labour market or express interest in a part-time or volunteer work.
- **Seniors**, with common specializations, looking for a temporary job etc.
- **Graduates**, with common specializations who seek a workplace as well as information on postgraduate studies, seminars, professional rights, entrepreneurship etc.

## ***To achieve its goals the Liaison Office:***

- Provides psychometric evaluation tests for free.
- Brings together students and alumni with potential employers for job vacancies respectively in Greece and abroad.
- Supports activities that help secondary-level students to make vital career decisions and to take advantage of the specialized services offered by the Institute, in regard to its current departments.
- Develops collaborative networks at local, national and international level with the productive and social agencies.
- Participates in the coordinating, institutional and advisory committee of Structure of employment and career.
- Participates in European University Enterprises Network & Career Development Offices Network.
- Maintains project committee consisting of representatives from all departments aiming to bidirectional information between Academic Society and Liaison Office, on common interest issues.
- Last but not least, Liaison Office, in order to ensure the quality of its services, has established and applies a quality management system for Counselling and Advising Services to Educational and Employment Issues according to DIN EN ISO 9001:2008.





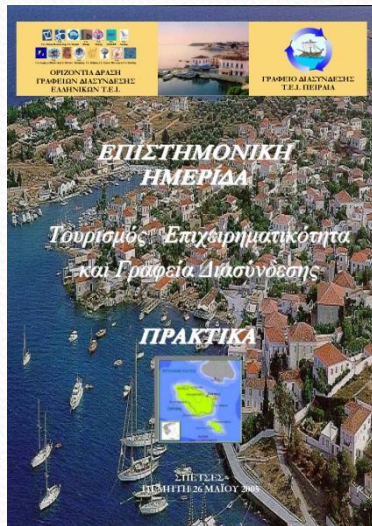
## INDICATIVE EVENTS

“The presentation of the TEI of Piraeus and the L.O. at secondary level education events”, (2001-2019),  
“INTERFACE 2006, 2007, 2011, 2013:From studies to Career”,  
“Education 2006”,  
“Tourism, Entrepreneurship and Liaison Offices” (2005),  
“Careers’ Days” (2004, 1999),  
“Postgraduate studies in Greece and abroad” (2003, 2000, 1998),  
“Education 2002”,  
“Development of young people’s entrepreneurship and enterprise excellence” (2001),  
“Education and employment at the threshold of the 21st century” (1999),  
the “Curriculum Vitae – Interview: the start of a career” seminars, (run more than twice a year, each year from 1998 until 2006), etc.



Career, Liaison,  
Technology  
Transfer &  
Innovation Office

# Indicative Liaison's Office Material:





✓ CLIO

has established and applies  
a quality management system

**For Counselling and  
Advising Services to  
Educational,**

**Employment and Practical  
Training Issues.**

✓ Proof has been furnished  
that

the requirements according to  
**DIN EN ISO 9001:2008** are  
fulfilled.



# PROFESSIONAL STANDARDS ACCORDING TO NACE

- I. Mission

- II. Program Components

- Career Advising/Counselling
- Career Information / Education advice
- Employment Services
- Graduate School Services
- Experiential Education and Career Exploration
- III. Program Management

- IV. Organization

- V. Human Resources

- Leadership by Career Services Managers
- Professional Positions
- Pre-professional Positions
- Student Employee and Volunteer Positions
- Support Staff and Technical Positions

- VI. Financial Resources

- VII. Facilities and Equipment

- VIII. Technology

- IX. Campus and External Relations

- X. Employer Relations and Recruitment Services

- XI. Legal Responsibilities

- XII. Equal Opportunity, Access, Affirmative Action, and Diversity

- XIII. Ethics

- XIV. Program Evaluation, Assessment, and Research





# Mission until 2017

It is the job of the **Liaison Office at the T.E.I. of Piraeus** to provide top quality services, both to the educational community and to public and private sector companies, organizations, local authorities and collective bodies. By providing such services, the T.E.I. of Piraeus aims to:

- **Contribute to the training, specialization and professional placement of graduands and graduates of the Institute.**
- **Help businesses find the specialised staff they need.**
- **Keep the Institute informed of the needs and demands of production and to participate in activities related to the adaptation of Study Programmes.**
- **Co-operate with similar offices in A.E.I.s and T.E.I.s throughout Greece and abroad.**

A fundamental principle and commitment of the **Liaison Office at the T.E.I. of Piraeus**, and, indeed the guiding philosophy of each member of its staff, is to provide all interested parties with services that meet their requirements fully, That comply with regulatory demands and that meet the quality standards that The Liaison Office insists on.



# *Mission in 2019*

- 1. Mission of the **Career, Liaison (Education-Production), Technology Transfer and Innovation Department** of UNIWA is the provision of high quality services both to the Educational community and to the Private and Public Sector enterprises, Organizations, Local Government Services and Collective Bodies for the achievement of the following goals: a) liaison, mediation between the Higher Education Institute, education, production and services, communication with students/graduates and (b) the promotion of innovation & entrepreneurship.





# *Program Components*

- **W.P.1: OPERATION AND MANAGEMENT**
- **W.P.2: PUBLICITY and DIFFUSION of INFORMATION**
- **W.P.3: STUDIES-RESEARCHES**
- **W.P.4: EMPLOYMENT SECTOR**
- **W.P.5: EDUCATIONAL INFORMATION/ADVICE**
- **W.P.6: COUNCELLING/MENTORING**



## **WP1: OPERATION AND MANAGEMENT**

- **1.1 Management of the Scientific Director**
- **1.2 Internal Operation Sector**
  - **1.2.1 Staff's Education and Training**
- **1.3 Development, Management, Maintenance Communication - Information Systems and Networks Sector**
  - **1.3.1 Extension, further development of the information system and Integration in the SEC's unite information system**
  - **1.3.2 Development of electronic services' system**
- **1.4 Secretarial Support Sector**
- **1.5 Data Collection and Processing Sector**
  - **1.5.1 Collection and recording of data for monitoring / evaluation**
  - **1.5.2 Monitoring the progress of students/graduates who benefited from the services**
- **1.6 Quality Management Sector**
  - **1.6.1 Project Assessment Mechanism Creation**





## **WP2: PUBLIC RELATIONS, PUBLICITY & DISSEMINATION OF INFORMATION**

- **2.1 Database & Site Upgrade, Enrichment and linkage to the SEC's unite information system**
- **2.2 Printed and Electronic Informational Material Completion**
  - **2.2.1 Implementation of E-magazine**
  - **2.2.2 Reading Hall & Libraries development, update and enrichment**
- **2.3 Events Organization and conduct**
- **2.4 Liaison Office's promotion actions to the academic community**
- **2.5 Partnerships and Promotion General Activities**
  - **2.5.1 Networking at International level**
  - **2.5.2 Connection to secondary education**
  - **2.5.3 Update stakeholders on the TEI Piraeus specialties, their graduates and their employment opportunities**
  - **2.5.4 Development of Mechanisms for the linking of alumni to the Institute**



## WP3: STUDIES-RESEARCH

- **3.1 Graduates Career Path Monitoring Research**
- **3.2 Labour Market Research**
- **3.3 Job Profiles Guides Updating**





## **WP4: EMPLOYMENT**

- **4.1 Students/graduates support process from practical training/work placement finding, in Greece and abroad**
- **4.1.1 Networking with other bodies of employment promotion**
- **4.1.2 Online job search service**
- **4.1.3 Counseling Actions in employment**



# WP5: EDUCATIONAL INFORMATION

- **5.1 Education Counseling Sector**
- **5.1.1 Information on undergraduate & postgraduate studies, scholarships, qualifying exams, training seminars**
- **5.1.2 Vocational Guidance of students and graduates at secondary education level**
- **5.1.3 Mentoring Actions on postgraduate studies issues**





## **WP6: COUNSELING**

- **6.1 Counseling Sector**
- **6.1.1 Career Counseling & Professional Orientation**
- **6.1.1.1 Mentoring Actions on career issues**
- **6.2 Support Services Development for the Disabled or other vulnerable social groups**
- **6.3 Supply and implementation of psychometric test tools for personal skills & self-awareness assessment**



# *Organization*

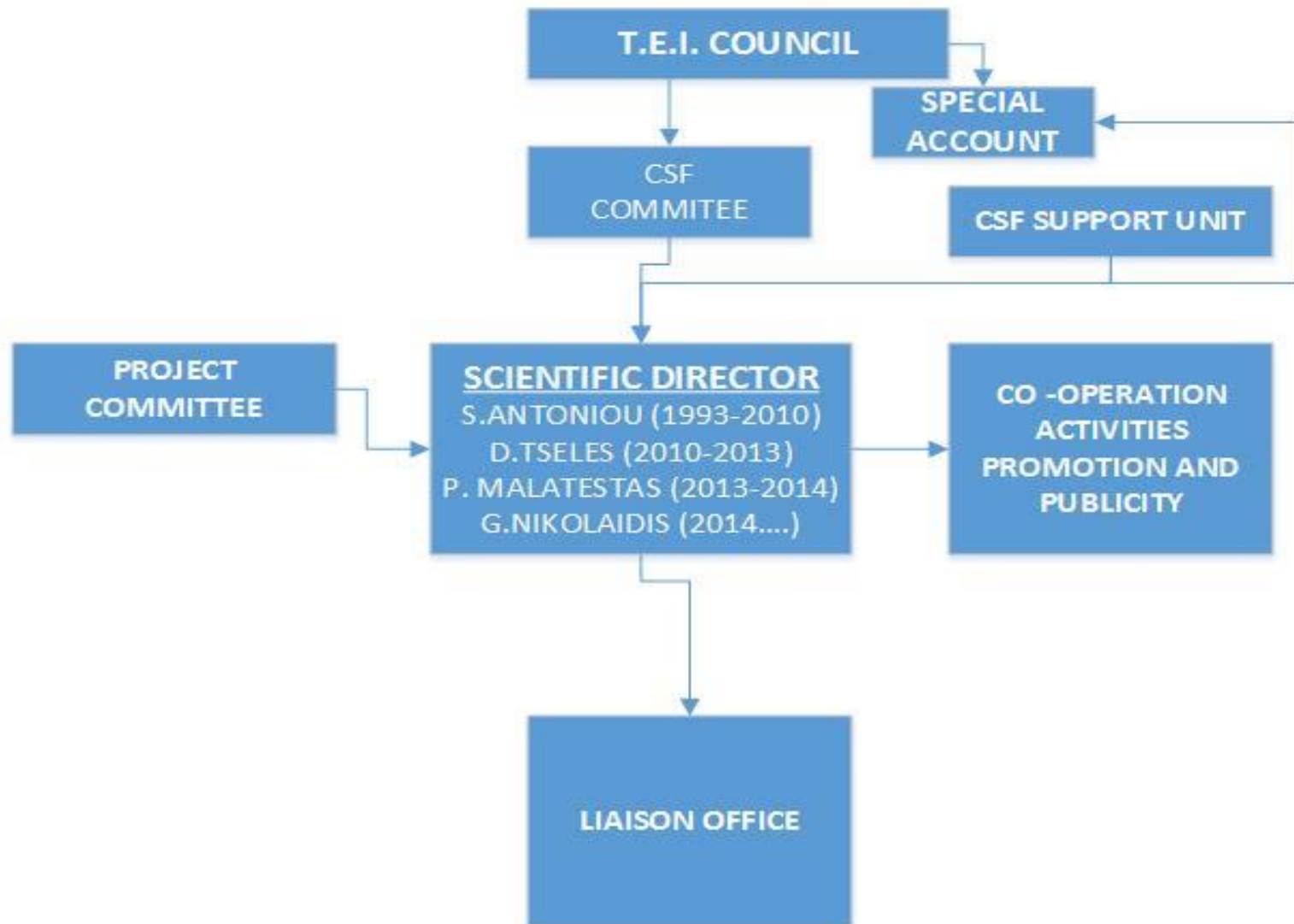
Till recently, Liaison Office consisted of four (4) teams:

- The Basic Team which constitutes from the Scientific Director and the staff:
- Group Members Teaching-Research Staff
- Supportive Work Group Members-Permanent Administrative & Technical Staff
- Supportive Work Group External Partners





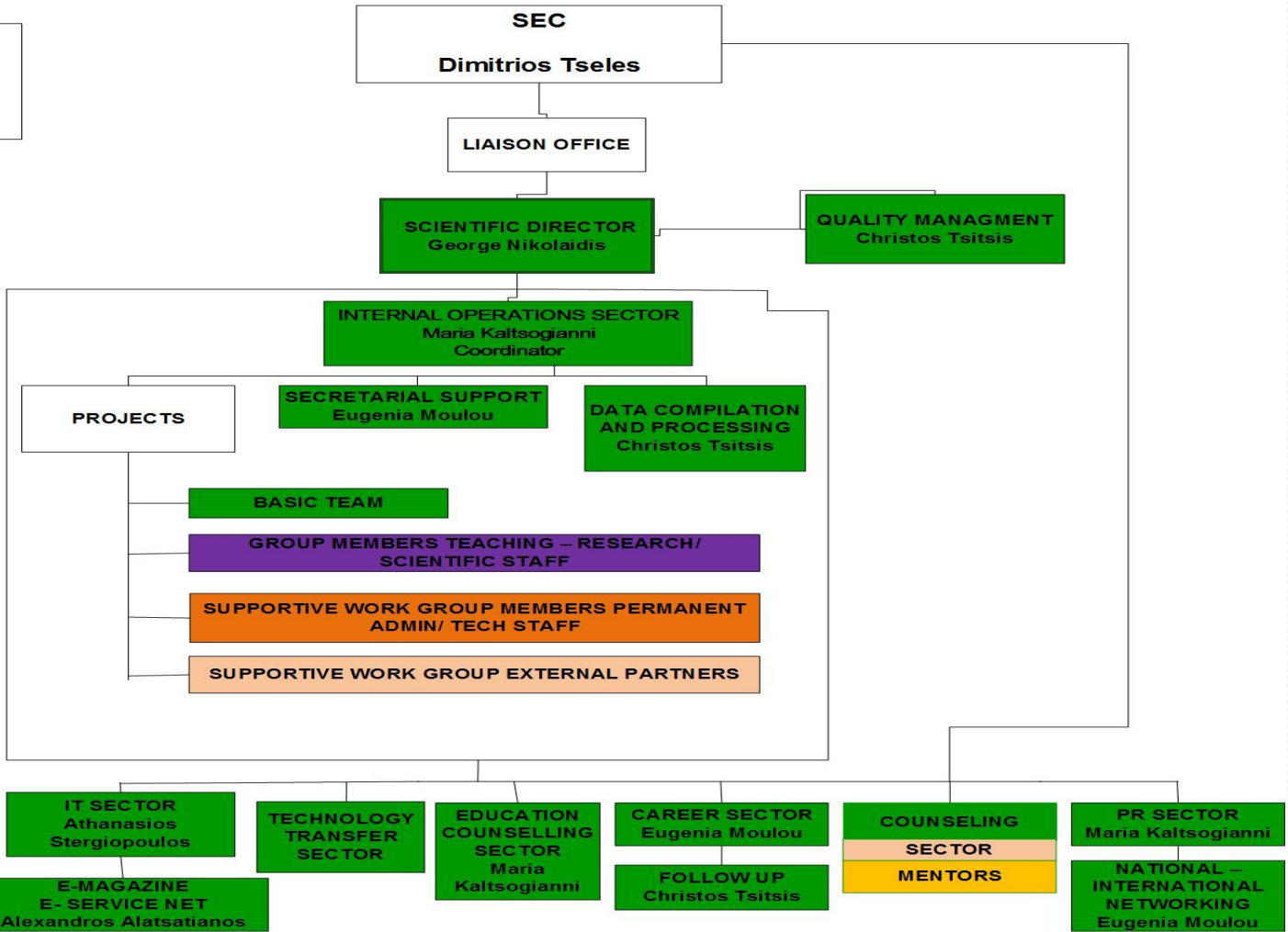
# Organisational Structure of the Liaison Office (Staff)



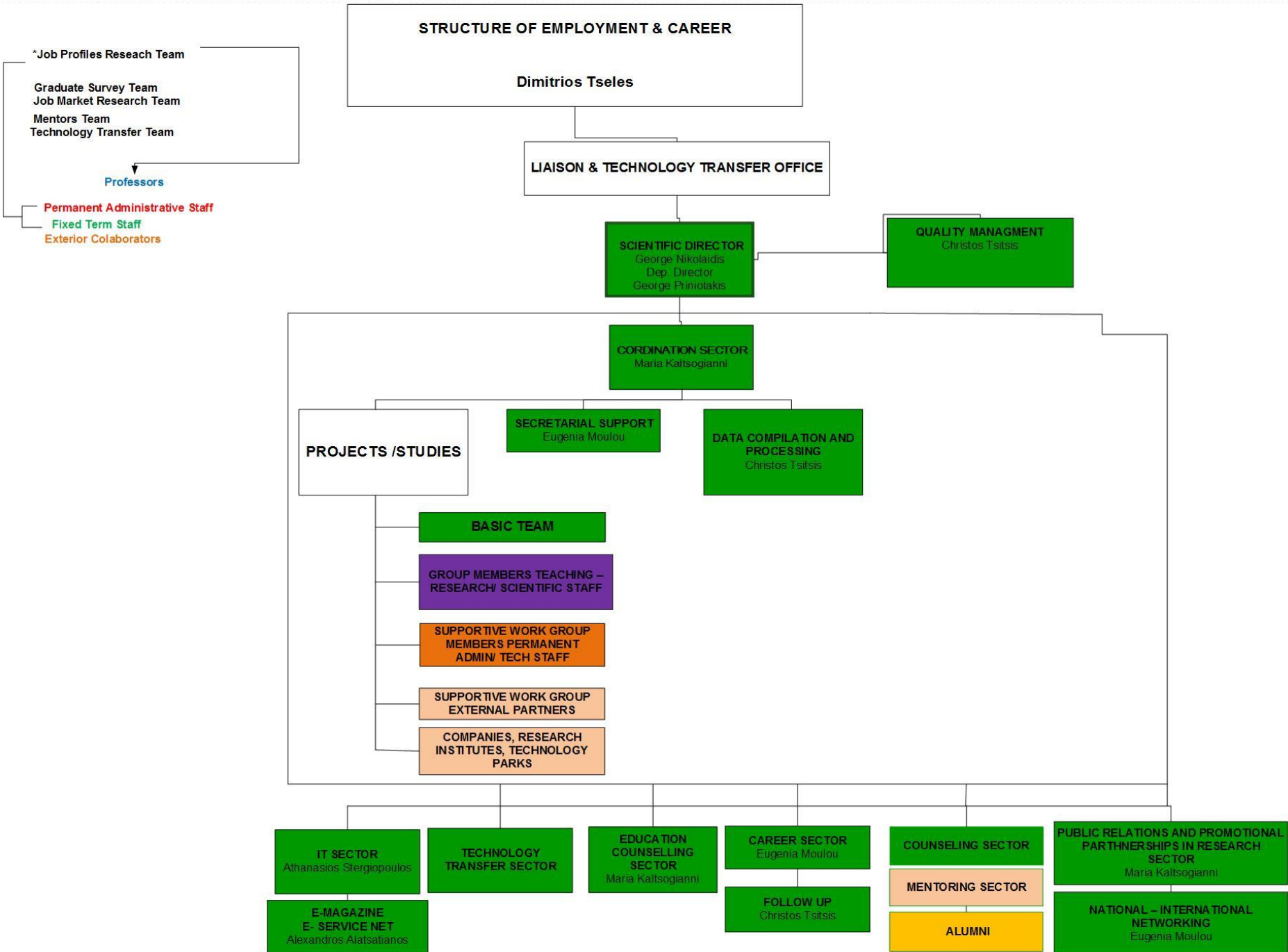


**\*Job Profiles Reseach Team**

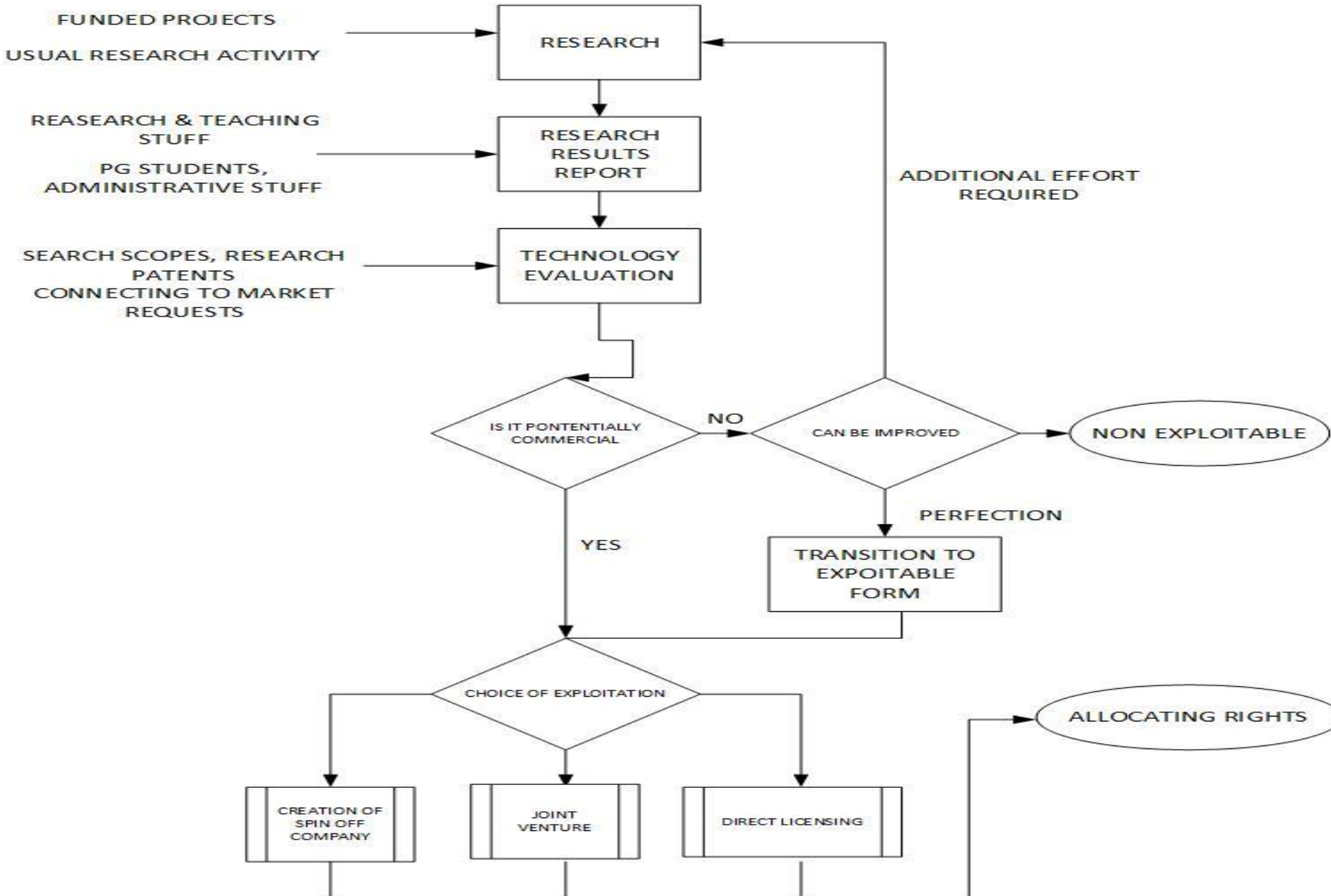
- Graduate Survey Team
- Job Market Research Team
- Mentors Team
  - Professors
  - Permanent Administrative Staff
  - Fixed Term Staff
  - Exterior Colaborators







TECHNOLOGY TRANSFER SECTOR  
UNIT OF RESEARCH RESULTS DEVELOPMENT & EXPLOITATION





# Code of Practice and Ethics

- As soon as the Liaison Office came into existence, it began work on creating its Codes of Practice and Ethics, which governs all the Office's dealings with and responsibilities towards the outside world. Staff of the Office has, from the very outset, observed certain operating principles.
- The code of practice and ethics deals with matters such as: *GENERAL PRINCIPLES AND OBJECTIVES, LIAISON OFFICE SEC TEI PIRAEUS STAFF, PROJECT COMMITTEES, INSTITUTIONAL STEERING & ADVISORY SEC COMMITTEE, DATABASES - E-MAGAZINE WEBSITE - IN SOCIAL NETWORKING MEDIA, SERVICES USERS, EMPLOYERS' SPECIAL OBLIGATIONS AS SERVICE USERS, APPLICATION OF THE CODE OF PRACTICE & ETHICS.*



# Human Resources

- SECTOR OF MANAGEMENT BY THE PERSON IN CHARGE OF THE PROJECT,
- SECTOR OF INTERNAL OPERATION, SECTOR OF GROWTH, MANAGEMENT, MAINTAINANCE OF COMMUNICATION - INFORMATIVE SYSTEMS AND NETWORKS, SECTOR OF SECRETARIAL SUPPORT,
- SECTOR OF COLLECTION AND TREATMENT OF ELEMENTS,
- SECTOR OF MANAGEMENT OF QUALITY AND FOLLOW-UP OF JOB MARKET, SECTOR ELECTRONIC PERIODICAL AND INFORMATIVE SYSTEM,
- SECTOR OF NETWORKING & PROMOTION IN NATIONAL AND INTERNATIONAL LEVEL ,
- SECTOR OF PUBLICITY AND DIFFUSION OF INFORMATION,
- SECTOR OF STUDIES, SECTOR OF EMPLOYMENT,
- SECTOR OF EDUCATIONAL ADVISORY, COUNSELLING SERVICE.



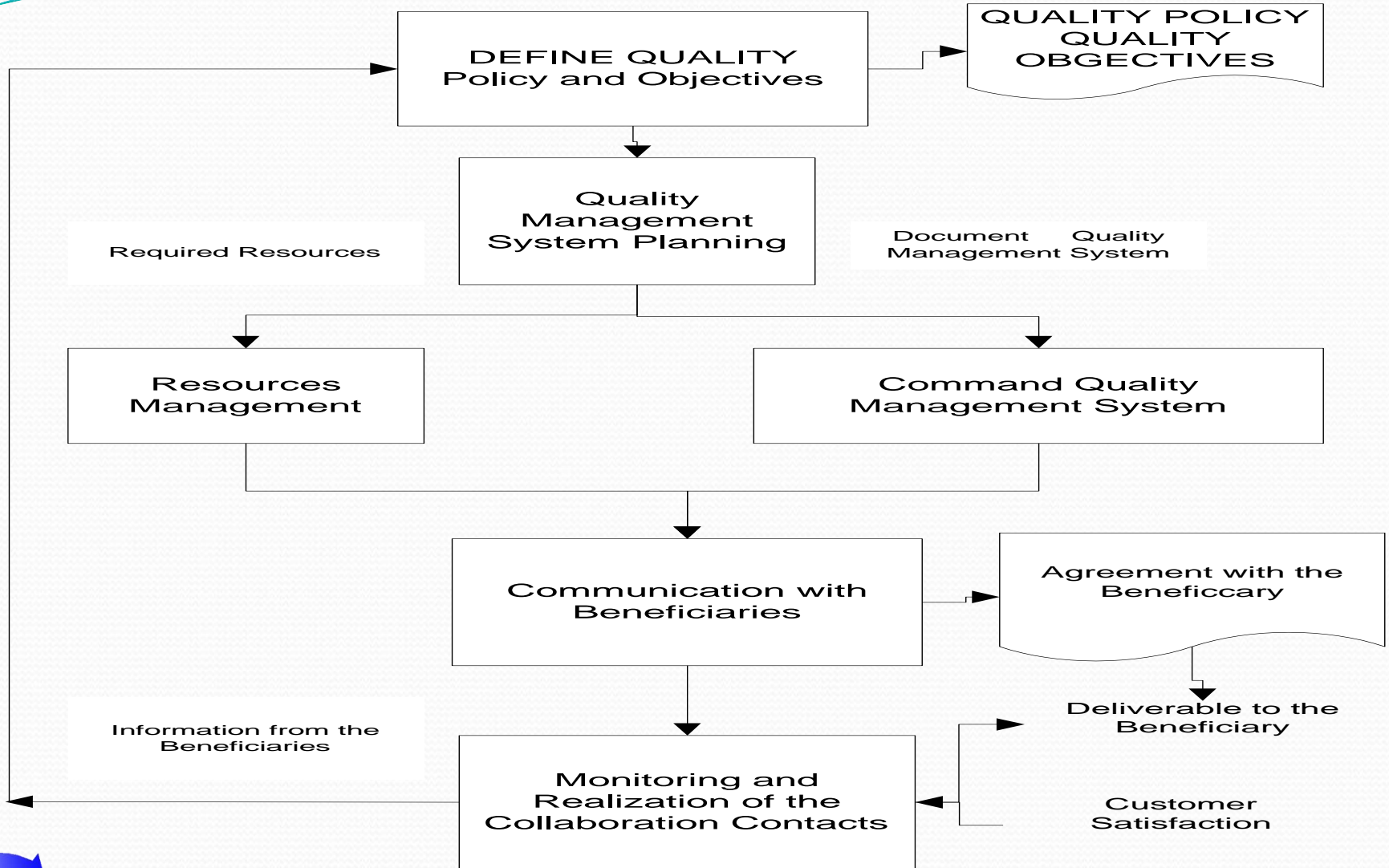


While respectively the human resources consist of the:

- *PERSON IN CHARGE OF ACTION,*
- *PERSON IN CHARGE OF INTERNAL OPERATION, ASSISTANT PERSON IN CHARGE OF INTERNAL OPERATION,*
- *PERSON IN CHARGE OF GROWTH, MANAGEMENT, MAINTAINANCE OF COMMUNICATION - INFORMATIVE SYSTEMS AND NETWORKS, SECRETARIAL SUPPORT, COLLECTION AND TREATMENT OF ELEMENTS, MANAGEMENT OF QUALITY AND FOLLOW-UP OF JOB MARKET, SUPPORT ELECTRONIC PERIODICAL AND INFORMATIVE SYSTEM, SUPPORT OF NETWORKING IN NATIONAL AND INTERNATIONAL LEVEL OF ALSO ACTION OF PROJECTION, SUPPORT OF PUBLICITY AND DIFFUSION OF INFORMATION, COLLABORATORS FOR THE STUDIES, THE PUBLICITY AND DIFFUSION OF INFORMATION, THE MENTORING, PERSON IN CHARGE OF EMPLOYMENT SECTOR, PERSON IN CHARGE OF EDUCATIONAL ADVISORY SECTOR, PERSON IN CHARGE OF COUNSELLING SERVICE.*

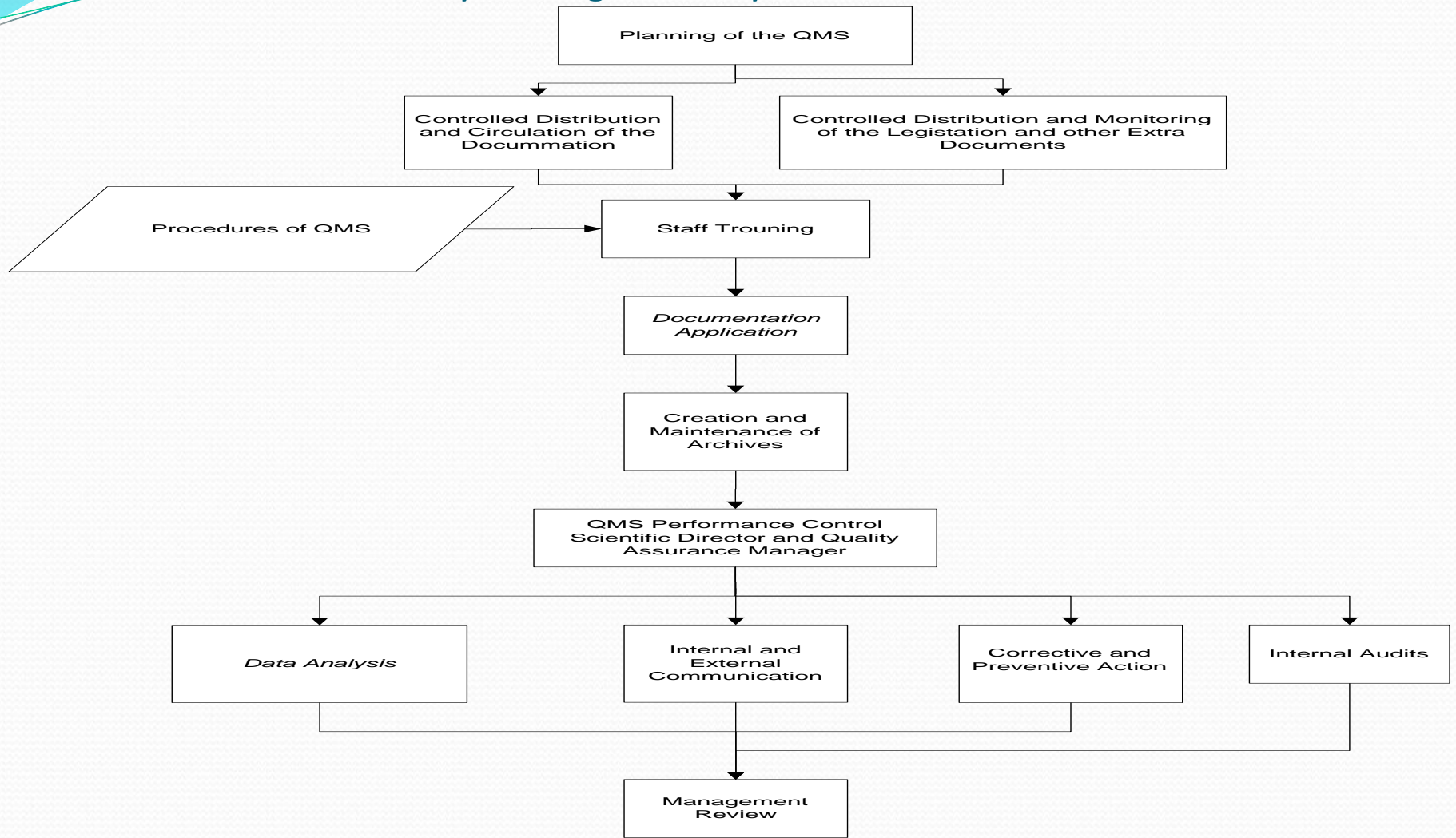


# Basic Processes

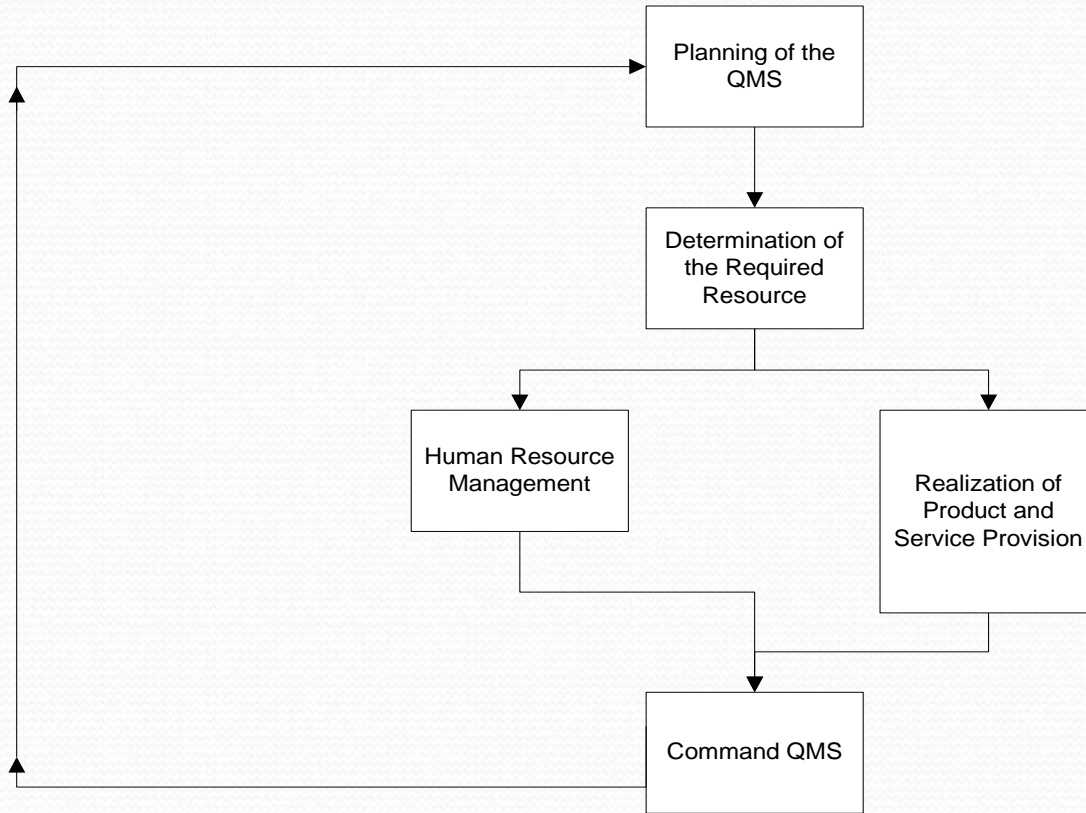




# Command of the Quality Management System

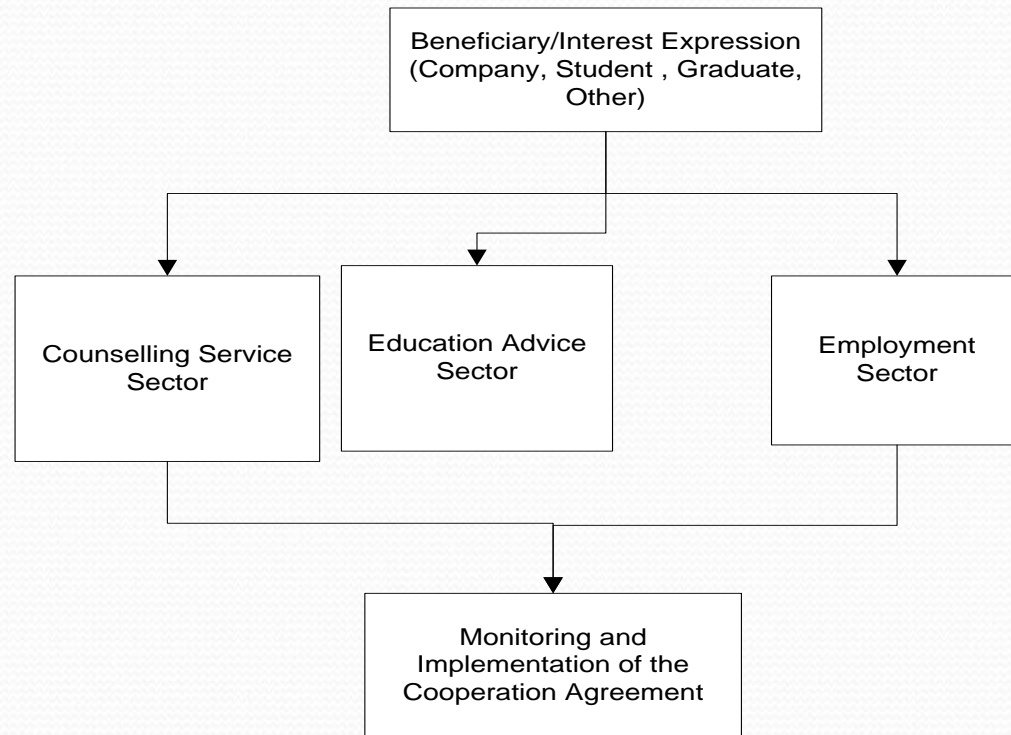


# Resource Management

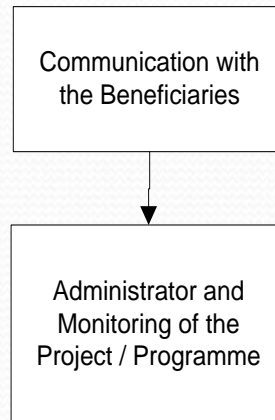




# Communication with Beneficiaries



# Monitoring and Implementation of the (realization) project / programme





# TECNOLOGY TRANSFER SECTOR

PROVIDING SPECIALIZED SERVICES TO TECHNOLOGY TRANSFER WORKSHOPS & SUPPORT COOPERATION CONTRACTS

LEGAL SUPPORT & INFORMATION ON INTELLECTUAL PROPERTY

PERSONALIZED INFORMATION & COUNSELING FOR NATION & COMMUNITY PROGRAMS ON RESEARCH & TECHNOLOGICAL DEVELOPMENT (RTD) IN INNOVATION & ENTREPRENEUSHIP

RECORDING & MONITORING OF BASIC & APPLIED RESEARCH CONDUCTED

SEMINARS ON ENTREPRENEUSHIP

METHODICAL & ONGOING INFORMATION & SUPPORT OF SCIENTIFIC & TECHNICAL PERSONEL FOR POSSIBLE COLLABORATIONS

MAPPING OF CURRENT MARKET DEMAND FOR PRODUCTS & SERVICES OF GENERAL & SPECIALIZED SERVICES







## FORTH at a glance

- The Foundation for Research and Technology-Hellas (FORTH), established in 1983, is one of the largest research centers in Greece with well organized facilities, highly qualified personnel and a reputation as a top-level research foundation worldwide. FORTH reports to the [General Secretariat for Research and Technology](#) of the [Hellenic Ministry of Education and Religious Affairs](#).
- FORTH's activities are complemented by Crete University Press (CUP), the Skinakas Observatory, the Science and Technology Park of Crete (STEP-C) and PRAXI/HELP- FORWARD Network.

The research and technological directions of FORTH focus on areas of major scientific, social, and economic interest, such as: Microelectronics, Lasers, Materials, Molecular Biology and Genetics, Biotechnology, Computer Sciences, Bioinformatics, Robotics, Telecommunications, Computational Mathematics, Chemical Engineering, Human and Social Sciences, Cultural Studies.



# Organizational Structure

- FORTH and its component Research Institutes report to the General Secretariat for Research and Technology (GSRT) of the Ministry of Education and Religious Affairs





## FORTH Liaison Office

- The FORTH Liaison office supports the exploitation of FORTH-based research results and facilitates the creation of new research and development partnerships with companies and other academic organizations in Greece and abroad. The commercialization of such research results can be realized through licensing agreements, setting-up of spin-off companies and the provision of specialized services for the private and public sector in Greece and abroad.
- It operates as a division of the FORTH Central Administration unit while for its operation is supported by the [HELP-FORWARD network](#) (Hellenic Project for Wider Application of R&D, "PRAXI" in Greek), a strategic alliance of FORTH with the [Federation of Greek Industries](#) (FGI) and the [Federation of Industries of Northern Greece](#) (FING).



# FORTH Liaison Office

- This collaboration ensures access to different international supporting networks and mechanisms i.e. the Innovation Relay Centre Network (for technology transfer) and the National Contact Point Network (for European R&D projects).
- In addition the FORTH Liaison office operates in close collaboration with the [Science and Technology Park - Crete](#) (StepC) which can ideally host any spin-off activity originating from the research activities of FORTH.
- Any Greek or foreign company that foresee a research, technological or entrepreneurial collaboration with FORTH can contact the Liaison office in order to identify the optimal partnering laboratory. You can find [a number of FORTH technologies](#) which are already available for technology transfer agreements.





# FORTH Spin-offs

- ADVENT Technologies S.A.
- Art Innovation S.A.
- COMPITE-nt
- FORTH Photonics
- FORTHnet AE
- Impermeable AS
- Minos Biosystems
- Nanothinx (NTX)



## Center of Technology Transfer & Development (Case Study University of Crete)

**retains as main objective** the diffusion and exploitation of the producing analytical and synthetic knowledge through the attainment of collaborations and partnerships with regional and extra-regional research and productive actors.

**Catalyst in this process constitutes** the long term building of steady relationships both with research departments of the University but also with business firms, development agencies, local government bodies and innovation actors in the broader region but also in European and international level.

**The central role of the Center of Technology Transfer & Development includes** the provision of research and technology management services to the research community, the formulation and implementation of integrated actions towards an effective and mutually beneficial collaboration amongst regional actors, the attainment of extra-regional collaborations on certain technological and innovation areas of expertise and last but not least, the knowledge exchange, diffusion and exploitation through the strengthening of the regional innovation system's functions.





## The primary objectives of the Center include:

- the intensive and continuous watch and mapping of academic and research excellence and the mobilization of research mechanisms (laboratories, research groups) through the support, the incubation and the dissemination of good practices,
- the exploitation of research and technological outputs and services which are resulting by the research activity of the University and the increment of added value through the knowledge diffusion in the social environment,
- the enrichment of systemic and ‘triple helix’ links amongst University, research institutions and regional business and governance actors and the enhancement of the ‘regional system of innovation’ via knowledge exchange activities, mapping and identification of local productive and social needs, systemic and technological interventions, the support and the incubation of innovative ideas and actions oriented to concepts of entrepreneurship and the consulting on sustaining spin-off companies,



- the organisation of seminars related to entrepreneurship, innovation and technology development the provision of specialised technology transfer services to research laboratories of the University and researchers and the support of multidisciplinary research and collaboration the persistent dissemination of information and specialised consulting for current opportunities in national and international level the active involvement in the implementation of research and development projects in regional, national and international level.





# PRINCIPLES

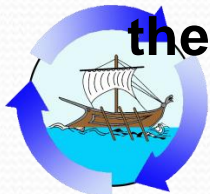
**The major principles of the Center of Technology Transfer & Development include** both the research support services to the research community but also the enhancement of innovative and integrated actions to the regional innovation system in the scope of technological and social innovation. **The Center of Technology Transfer & Development of the University of Crete retains as main objective** the diffusion and exploitation of the producing analytical, Synthetic and theoretical knowledge through the attainment of collaborations And partnerships with regional and extra-regional research and productive actors.

**Catalyst in this process constitutes** the long term building of steady relationships both with research departments of the University but also with business firms, development agencies, local government bodies and innovation actors in the broader region but also in European and international level.



# OBJECTIVES

- the provision of research and technology management services to the research community,
- the formulation and implementation of integrated actions towards an effective and mutually beneficial collaboration amongst regional actors,
- the attainment of extra-regional collaborations on certain technological and innovation areas of expertise and last but not least, the knowledge exchange, diffusion and exploitation through the strengthening of the regional innovation system's functions.
- the intensive and continuous watch and mapping of academic and research excellence and the mobilization of research mechanisms (laboratories, research groups) through the support,
- the incubation and the dissemination of good practices, the exploitation of research and technological outputs and services which are resulting by the research activity of the University and the increment of added value through the knowledge diffusion in the social environment,





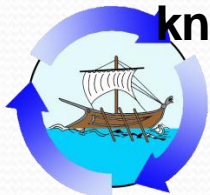
# OBJECTIVES

- the enrichment of systemic and ‘triple helix’ links amongst University, research institutions and regional business and governance actors and the enhancement of the ‘regional system of innovation’ via knowledge exchange activities, mapping and identification of local productive and social needs, systemic and technological interventions, the support and the incubation of innovative ideas and actions oriented to concepts of entrepreneurship and the consulting on sustaining spin-off companies the organisation of seminars related to entrepreneurship, innovation and technology development the provision of specialised technology transfer services to research laboratories of the University and researchers and the support of multidisciplinary research and collaboration the persistent dissemination of information and specialised consulting for current opportunities in national and international level the active involvement in the implementation of research and development projects in regional, national and international level.



# ACTIVITIES

- **Technology watch and mapping of the technological, innovative, economic and social environment**
- **Intermediation between potential technology partners and formulation of partnerships via the identification of technological or social-economic opportunities**
- **Intermediation amongst various scientific and technological fields, in analytical, synthetic and social sciences and enhancement of multidisciplinary initiatives Innovation management and consulting on issues of partnership-building for technology development and innovation Knowledge management and technology transfer services provision to researchers, students and entrepreneurs.**
- **The Center of Technology Transfer & Development constitutes a node of knowledge diffusion, which amplifies the interaction between the business and academic community, contributing to the formation of partnerships and associational actions oriented to the knowledge diffusion, technology development and innovation, regional development and attaining of new regional advantages via the use of knowledge resources for social purposes.**





## Key services

### Technology transfer

Technology offer

Technology request

Technology portfolio

Technology matching

Contracts

Projects launch

### Development

Projects launch

Search and scan

Match and launch

Implementation

Industry mapping

Network building

Clustering

Dissemination

### Technology consulting-management

Innovation management techniques

Business plans

Contracts

Technology studies-reports

Start-ups/spin off development

Process re-engineering-knowledge adoption

Networking-clustering

IPRs

Quality management

### Entrepreneurship & training

Seminars

Workshops

Open labs

Material

Dissemination

## Technology Offer

The Center of Technology Transfer & Development provides research and technology management services to the research community, while promotes the formulation and implementation of integrated actions towards an effective and mutually beneficial collaboration amongst regional actors, the attainment of extra-regional collaborations on certain technological and innovation areas of expertise and last but not least, the knowledge exchange, diffusion and exploitation through the strengthening of the regional innovation system's functions. Thus, some of the primary objectives of the Center include: the systematic and continuous watch and mapping of academic and research excellence and the mobilization of research mechanisms (laboratories, research groups) through the support, the incubation and the dissemination of good practices, the exploitation of research and technological outputs and services which are resulting by the research activity of the University and the increment of added value through the knowledge diffusion in the social environment, the support and the incubation of innovative ideas and actions oriented to concepts of entrepreneurship and the consulting on sustaining spin-off companies the enrichment of systemic and 'triple helix' links amongst University, research institutions and regional business and governance actors and the enhancement of the 'regional system of innovation' via knowledge exchange activities, mapping and identification of local productive and social needs, systemic and technological interventions.





# Intellectual Property Rights

**The major activities of CeTeTraDe in the IPRs field include:**

- **Exploitation of intellectual property:**
- **Identification of licensees**
- **Negotiation of license agreements**
- **Evaluation and protection of Intellectual Property (IP)**
- **Establishing spin-off companies**



# Technology mapping

The major role of the Center of Technology Transfer & Development is to effectively enhance and diffuse the multi-level function of Science in society and to develop systemic and collaborative actions in the needs of social and economic development. The research support and the diffusion and exploitation of the quality research taking place in University of Crete is a key priority of both the University and the CeTeTraDE. In that respect, the research activity itself is strengthened but also the research output, which might include technological and social sciences, can be effectively utilized by society for social and economic purposes.

The main activities and routes through which the social partnership and collaboration is pursued include:

- Exploitation of intellectual property:
- Identification of licensees
- Negotiation of license agreements
- Evaluation and protection of Intellectual Property (IP)
- Establishing spin-off companies





## Research Opportunities:

- **Assistance in identifying major funding opportunities in international, European and national level**
- **Contract negotiation**

## Consultancy Activities:

- Incubating and mentoring innovative ideas derived by research work within University of in collaboration with other organizations, in terms of research support and knowledge management services
- Facilitating access to academic expertise and university facilities for organizations and enhancing collaborations.



# Industry mapping

**The Center of Technology Transfer & Development provides research and technology management services to the research community, while promotes the formulation and implementation of integrated actions towards an effective and mutually beneficial collaboration amongst regional actors, the attainment of extra-regional collaborations on certain technological and innovation areas of expertise and last but not least, the knowledge exchange, diffusion and exploitation through the strengthening of the regional innovation system's functions.**





# Industry mapping

Thus, some of the primary objectives of the Center include: the systematic and continuous watch and mapping of academic and research excellence and the mobilization of research mechanisms (laboratories, research groups) through the support, the incubation and the dissemination of good practices, the exploitation of research and technological outputs and services which are resulting by the research activity of the University and the increment of added value through the knowledge diffusion in the social environment, the support and the incubation of innovative ideas and actions oriented to concepts of entrepreneurship and the consulting on sustaining spin-off companies the enrichment of systemic and ‘triple helix’ links amongst University, research institutions and regional business and governance actors and the enhancement of the ‘regional system of innovation’ via knowledge exchange activities, mapping and identification of local productive and social needs, systemic and technological interventions. The major activities of the Center as regards to the technology request include: the systematic mapping of the local innovation and productions system needs the identification of demanded ‘knowledge intensive’ services, processes and products the application of technology audits and benchmarking in several productive sectors and sub-sectors the provision of seminars the facilitation facilitating access to academic expertise and university facilities for organizations and enhancing collaborations.



# PORTFOLIOS

**The portfolios of CeTeTraDe are enriched through a continuous knowledge mapping on the research laboratories' activities, at the University.**

- [VEIC \(Vardinoyiannion Eye Institute of Crete\) – Institute of Vision and Optics](#)
- [History of Medicine & Medical Ethics Research Laboratory](#)
- [Research Laboratory of Toxicology](#)
- [Research Laboratory-Clinic of Social and Preventive Medicine](#)
- [Business Economics and NEw TeChnology laboratory \(B.E.NE.TeC\)](#)
- [Multimedia Lab](#)
- [Transformation Services Laboratory](#)
- [Organic Chemistry Laboratory](#)
- [Environmental Chemical Process Laboratory](#)
- [Center of Communications & Networking](#)
- [Natural History Museum](#)
- [Liaison Office \(now 'Center of Technology Transfer & Development'\)](#)





## Development Projects

**The Center of Technology Transfer & Development provides research and technology management services to the research community, while promotes the formulation and implementation of integrated actions towards an effective and mutually beneficial collaboration amongst regional actors, the attainment of extra-regional collaborations on certain technological and innovation areas of expertise and last but not least, the knowledge exchange, diffusion and exploitation through the strengthening of the regional innovation system’s functions.**



## Development Projects

Thus, one of the major objective of the Center include the enrichment of systemic and ‘triple helix’ links amongst University, research institutions and regional business and governance actors and the enhancement of the ‘regional system of innovation’ via knowledge exchange activities, mapping and identification of local productive and social needs, systemic and technological interventions via the creation of portfolios for available ideas, technologies, services, scientific methods, the examination of risk capital opportunities the formulation of social partnerships and multi-level collaborations for the benefit of local innovation systems and societies the knowledge exchange and diffusion, through which it is aimed the advancement of the general regional technological level and the encouragement of technological, institutional and social innovations the provision of consultancy services to the research community and collaborative parts on issues of research support, knowledge management and innovation the formulation, support and management of development projects in fields related to the scientific specializations of University of Crete but also on sectors of regional and local social interest the enhancement of institutional cooperation, collective learning and local social capital. Some of the recent broad development projects CeTeTraDe actively and successfully involved include CRINNO, Regional Innovation Pole of Crete, [Innovation Centre of Crete](#), while supports development collaborations in regional and international level.





# Related Activities

Enterprise Europe Network Hellas

<http://www.enterprise-hellas.gr>

Innovation & Entrepreneurship Observatory Crete

<http://www.iocrete.gr>

Regional Innovation Pole of Crete

<http://www.i4crete.gr>

University of Mountains

<http://www.panoreon.gr>



# QUESTIONS ANSWERS





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