Preparing for the IAEA School on Nuclear Management at ICTP in Trieste (the School)

Dear Participating Students,

Very welcome to the IAEA School on Nuclear Management at ICTP. Below are some guidelines on the program, how to prepare for the school.

Who to contact if you have any queries

For the programmes and technical issues: TBD Andrey Kosilov at A.Kosilov@iaea.org and to Toshio Konishi at t.konishi@iaea.org.

For the administrative and local issues: Lisa Iannitti at iannitti@ictp.it. **Refer to the instructions from ICTP, Trieste, too.**

Programme

The detailed programme of the School (latest as of 19 October 2010) is attached to this mail. There will be around 50^{+} students from about 30^{+} different countries. Possible changes in the programme during the School will be informed as they emerge.

The programme requires your active participation from Monday through Friday from 09:00 to 17:30 or 18:00, and some weekend activities. Additional work will be assigned for the evenings, too.

You are requested to be seated 10 minutes before the start of the lecture. Last minute announcement will come then for your attention. The lecture room will be closed five (5) minutes after the lecture started.

Two of the overarching goals of the School are to enable students to acquire nuclear knowledge for management through lectures and practical teamwork in group activities, and establish lasting bonds with peers from many nations.

The School programme uses a range of programme elements to achieve these goals, creating fora for discussions with individuals with different perspectives, addressing universal topics which are of critical importance to launching or facilitating nuclear power development in the country.

The components of the programme will be:

- Lecture Presentations (in person or on video meeting)
- Group Activities
- Technical Tour

A detailed description of each of these elements is below.

Lectures

The major component of the School is the presentations by the lecturers, who are very high-caliber professionals in the IAEA and ICTP in their respective specialties. Each lecture will be mostly followed by a question and answer (Q&A) session to allow for further consideration of the topics.

Lecturers will address specific topics as part of the planned curriculum of the School. The presentations are designed to cover a broad range of topics and to emphasize critical issues related to these subjects. Some lectures will end up with a "Case Study," which facilitates you sharing your own knowledge and insight, during Working Group discussions (described below), regarding applications to your country or employer.

Part of lectures may appear in the final test (see below). Therefore, you are encouraged to concentrate on the lectures when given. For your better understanding, the lectures will be made reproducible on the video basis as soon as the lectures are over (The environment of video reproduction will be explained at the School). Furthermore, you will be referred to quite a number of reference materials. They will help you understand the lecture contents better.

Group Activities

Another major component of the School is the working group activities. You will participate in two types of group: Case Studies and Projects

The purpose of the Working Groups is to provide opportunities for a variety of small group activities and discussions, and to enable its members to build relationships with each other so that they function as an effective team. Each Working Group of about 5-10 Students - representing a diversity of cultures, nationalities and professional backgrounds – will be facilitated by a mentor. The mentor facilitates the discussion, ensures that all members are participating, acts as a personal advisor or coach to group members who request it, and occasionally serves as a technical expert.

Case Studies

Some lecturers will assign a case study for group discussions. The case is based on real cases for stimulating your discussions. Some of them may challenge you how to solve the issues. The discussion will be done in several groups (three to five, TBD, depending on the design of the case and availability of working group discussions) over a couple of hours, and will be facilitated by a mentor if appropriate. The group discussion results of the case study are presented later by each group before the whole groups. The lecturer will evaluate and provide comments as appropriate.

Projects

A list of project titles will be forwarded to you in a separate mail (/It will be presented you at the beginning of the School), Detailed descriptions of each project will be given by the beginning of the School. You are requested to indicate your preference (1^{st} and 2^{nd}) by the end of the first day (8 November). TBD - How to collect their preferences, paper-basis or electronically?.

Each of you will be assigned, at an early stage of the School (b*y* Tuesday morning?), in a group to tackle one of the projects. Each group with five to ten students deepens the insight of the project over a period of time (one to two weeks, TBD, based on the suggestions of individual project supervisors and needs of time estimated).

During the period, the project supervisor will be made available for questions (e-mail) or discussions (in presence or on video meeting). Each group presents its investigation results on the final day of the School.

Technical Tour

An optional technical tour is being arranged for two one-day trips to nuclear facilities on Saturday of the first and second weekends, depending on their availability. It may include a research reactor, a power reactor, an accelerator and others. Details will be informed at the beginning of the School for your registration.

Things to do before you come

Update your knowledge on nuclear policies of your country, national environment surrounding nuclear power development in particular, and nuclear technologies at large in your country.

Brush up your English. All the activities during the School are entirely operated in English. English proficiency is absolutely necessary for understanding, discussing, and networking.

Your evaluation

Your evaluation and feedback is vitally important to the programme organizers (IAEA and ICTP). Your feedback will upgrade the School of next year and onward. Your evaluation should be made on –line basis in the dedicated web (or intranet). The working domain for evaluation will be provided at the School.

Competency tests

At the end of the School, there will be a two-hour on-line "test" for qualifying you for graduation. The test is to make sure that you acquired sufficient knowledge for your future career.

Question items are taken from the lectures given and/or materials provided. For your better understanding, the lectures will be made reproducible on the video basis as soon as the lectures are over (see above).

20 October 2010

Coordinating team of the School for Nuclear Energy Management 2010 at ICTP, Italy