



**UNIVERSITY  
OF WEST BOHEMIA**

**Institute of Applied Language Studies  
University of West Bohemia  
Univerzitní 22  
306 14 Plzeň**

### **Main language school locations**

Brown building (Faculty of Mechanical Engineering (FST), Faculty of Economics (FEK),  
Institute of Applied Language Studies (UJP)) – **Univerzitní 22**

Blue building (Faculty of Electrical Engineering – FEL) – **Univerzitní 26**

CIV – **Univerzitní 20**

UWB Rectorate – **Univerzitní 8**

UWB Library building – location of the ISLS Reception area and room for teachers – **Univerzitní 20**

### **Director of Institute of Applied Language Studies**

Jana Čepičková

### **Main coordinator of the International Summer Language School**

Daniela Kopřivová

### **Head of the Reception Team**

Filip Bušek

### **Language Coordinators**

Czech:	Věra Zelenková
English:	Vendula Kokošková
English – TEFL:	Charles Hall
English – CLS:	Monika Forejtová
German:	Blanka Blažková
French:	Pavla Kocourková
Italian:	Kateřina Štroblová
Spanish:	Tereza Růžičková
Chinese:	Jadviaga Polívková



### **Accompanying Programme Coordinators**

ISLS Reception Team

Excursion coordinator – CK Bustour Foltýnová s.r.o.

 **@islszcu**

 **@islszcu**

## Reception Team

The Reception Team (RT) consists of 11 young people responsible for some aspects of the ISLS preparation, day-to-day running of ISLS activities and providing information services. The RT offers various services to all ISLS participants (students, teachers, coordinators, management). If you have any questions or problems, contact the RT, who will be pleased to advise you and help you. All RT members always wear a name tag with their full name and foreign languages they speak.

**The ISLS Reception area is situated in the ground-floor area of the University Library near the coffee shop.**

### RECEPTION

Team members	Nikola Váchalová	Janna Fataliyeva
	Štěpánka Šípová	Táňa Vondřichová
Type of services*	Providing information on ISLS and the city of Pilsen Dealing with questions, comments and complaints Sale of ISLS souvenirs; Sale of excursion tickets; Sale of Pilsen Public Transportation tickets Information about the afternoon programme	
Contacts	<b>Tel: 377 631 211 (Mo – Fri: 8 am – 5 pm)</b> <b>Email: <a href="mailto:isls@ujp.zcu.cz">isls@ujp.zcu.cz</a></b> <b>UWB Library ground-floor area</b> In case of an urgent matter after office hours, call: 723 105 393.	

\*This is only a sample of activities

The Reception area is the central information and contact place of the ISLS. If you feel lost or experience any kind of problem, you should approach the Reception Team first and they will do everything possible. They may not be able to deal with your requirements by themselves, but they will do their best to put you in touch with the relevant people.

### LIBRARY

Team members	Markéta Lukšíková	Lucie Demeterová
Type of services	Maintenance and lending of teaching materials for teachers Photocopying services for teachers	
Contacts	377 631 212 (Mo – Fri: 8 am – 5 pm), UWB Library ground-floor area	

**Note: Photocopy request must be submitted by 12am one day in advance!**

## TECHNICIANS

Team members	Tomáš Bořík	Petr Moutelík
	Jan Lukeš	Kateřina Soumarová
Type of services	Lending of audio and video equipment (booking at least one day in advance!) Reservation and maintenance of classrooms (providing classrooms with projectors, microphones, air-conditioning, etc.) Other technical arrangements and cooperation with UWB Maintenance Department	
Contacts	377 631 212 (Mo – Fri: 8 am – 5 pm), UWB Library ground-floor area	

## HEALTH CARE - EMERGENCIES

Emergency Calls	112
First Aid	155
Police	158
Fire Department	150

## Daily program

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## WHOLE-DAY COURSES

English, German, Russian, Chinese

Day	9.00 am 10.30 am	10.45 am 12.15 pm	12.20 1.05	1.05 2.00	2.00 pm 3.30 pm
Mon – Thu	classes	classes	classes	lunch	classes
Fri	classes	classes	classes	lunch	

- ▶ **first day of these courses:** lessons begin on 8 July 2019 from 10:00 am after the opening ceremony. Everything will begin one hour later than usual.
- ▶ **last day of these courses:** lessons in this course end on 26 July 2019 at 1:05 pm, when certificates will be handed out

**Czech, Italian, Spanish, French**

Day	8.30 am 10.00 am	10.15 am 11.45 am	11.50 12.35	12.35 1.30	1.30 pm 3.00 pm
Mon – Thu	classes	classes	classes	lunch	classes
Fri	classes	classes	classes	lunch	

- ▶ **first day of these courses:** lessons begin on 8 July 2019 from 10:00 am after the opening ceremony. Everything will begin one hour later than usual.
- ▶ **last day of these courses:** lessons in this course end on 26 July 2019 at 12:35 pm, when certificates will be handed out

**CERTIFICATE**

Each participant of a language course will receive a course certificate at the end of the course if his or her attendance in the given course is not lower than 75%. If his or her participation is less than 75%, the participant is not entitled to receive the certificate. In this case, it is possible to issue a “Certificate of attendance at the course” upon request. Attendance will be recorded by each teacher of the particular language course.

## Services on the University Campus

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**INTERNET at UWB**

Computers with Internet access/connection are located in rooms UI 201 and UI 202, in the UWB Library building. You can also use PC information kiosks in the entrance halls.

There is a wireless internet connection (Wi-Fi) available exclusively to ISLS participants on the whole campus of the university - the eduroam UWB network, with the following log-in details: **name: summer@zcu.cz, password: isls\_2019**. When using this connection, users are bound to respect the “Operating Regulations for Connecting Mobile Devices” (<http://support.zcu.cz>).

More information available from the RT technical support team.

## Meals

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### **BREAKFAST (7.00 am – 8.15 am) from 6 July 2019**

Breakfast will be served on working days from 7:00 am to 8:15 am, on weekends from 7:30 am to 9:30 am in the restaurant “Švejk”, Klatovská tř. 125, Pilsen – Bory; you will be required to submit the “Breakfast coupon”. These coupons will be distributed to foreign students who have ordered breakfast, scholarship students, TEFL students and foreign teachers. You will receive the “Breakfast” coupons on arrival at the student dormitory (**Klatovská 200**) or later at the ISLS Reception area, (**Univerzitní 20**). Breakfast will be offered in the form of a buffet.

### **CANTEEN**

The scholarship students and foreign teachers (full service + trainees) will be able to use a meal coupon (received on arrival at the student dormitory or later at the ISLS Reception area).

For dining, it is possible to use the menu offered by the university canteen, located on the campus. **The canteen (Menza) offers lunch from 10.30 am to 2.00 pm. You can also buy small refreshments in the canteen - fruits, pastries, drinks and more.**

### **LUNCH (10.30 am – 2.00 pm)**

When entering the canteen hall, have a look at the **glass showcase** opposite the entrance, where you can see samples of dishes served for lunch. Dishes cooked to order are not displayed. **The soup is not part of the price of lunch (10 – 15 CZK extra).**

Each dish has its own number. Please **remember the number** of the meal you want. Get yourself a tray, cutlery and a napkin, found at the entrance to the canteen. Meal numbers are displayed above the serving counter. Cooks will give you your desired meal. You can also pay with a credit card.

The canteen offers one meal a day called “Today’s Special”. It will be priced approx. 100 CZK and marked in red writing on the electronic display board.

Also available are: salads (in a glass showcase), soft drinks, beer (bottled and on tap), desserts, pastries, confectionery, ice cream and baguettes, and packed meals (one portion). The salads with numbers 10, 11, etc. are meant as main course meals.

Everything you choose is paid for at the cash desk. “Sodexo Pass” are accepted (just be aware that the maximum change which can be given back is 5 CZK). You can also pay by credit card or in cash. Receipts are given out on request.

**Used dishes** should be left on the conveyor belt which is situated on the left-hand side round the corner in the canteen.

## CAFÉS LOCATED WITHIN THE UNIVERSITY CAMPUS

The **CrossCafé** is open from Monday to Friday from 8:00 am until 5:00 pm. It is located at the entrance of the brown building (FST, FEK, UJP).

You can also visit a **café at the back of the library building** with an outside terrace. Opening hours daily from 8:00 am to 3:00 pm.

Snacks can also be bought at the **University Buffet in the brown building** from 8:00 am until 3:00 pm (Mon-Thu), Fri from 8:00 am until 2:00 pm.

## DINNER

Dinners are not provided by the University Canteen.

The scholarship students and foreign lecturers (full service + trainees) will be able to use a meal coupon (received on arrival at the student dormitory or later at the ISLS Reception area) in the restaurants listed below, which are not far from the dormitory. They have reasonable prices.

<b>RESTAURANT ŠVEJK</b>	Klatovská tř. 125, Plzeň-Bory Web: <a href="http://www.svejkpension.cz">www.svejkpension.cz</a> Tel.: 377 423 377
<b>SLAVIA RESTAURACE &amp; TENIS CLUB</b>	U Borského parku 21 Facebook: „Restaurace Slavia“ Tel.: 734 650 390

## Transportation in Pilsen

Public city transportation in Pilsen is provided by “Plzeňské městské dopravní podniky” (PMDP). Trams and trolley-buses go every 4-10 minutes, buses every 10-15 minutes.

Timetables are available at [www.pmdp.cz](http://www.pmdp.cz), or you can use google maps, to find the best connection, or the [www.idos.cz](http://www.idos.cz) portal (where you can find train or bus connections between different towns in the Czech Republic, as well as some municipal transportation services).

## TICKETS

You can buy tickets for the public transport the following ways:

- ▶ In tobacco shops
  - ▶ Non-transferable ticket **18 CZK**
- ▶ In the public transport vehicle
  - ▶ Contactless payment via ticket terminal
  - ▶ From the driver of the vehicle (non-transferable ticket **30 CZK**)



► By SMS message

- Transferable ticket 35 minutes: SMS in the form **PMDP35M**  
on number **902 06** price **20 CZK** + your operator's SMS charge  
– use only in exceptional situations!!!)
- Transferable ticket 24 hours: SMS in the form **PMDP24H**  
on number **902 06** price **70 CZK** + your operator's SMS charge  
– use only in exceptional situations!!!)

**Public transport time coupons/tickets ordered through the ISLS application form**

Participants who have ordered a time-limited ticket through the application form and paid for it together with the tuition fee, or have the public transport tickets included in the price of the course, can collect the tickets at the places and times specified below:

**Dormitory Klatovská 200: 6 – 7 July 2019 (Sat - Sun), 9.00 am – 6.00 pm**

**ISLS Reception area (university campus): 8 – 10 July 2019 (Mon - Wen), 8.00 am – 4.00 pm**  
(except English courses for young learners aged 6 – 11 and 12 – 15 years)

**15 – 16 July 2019 (Mon – Tue), 8.00 am – 4.00 pm**  
(only English courses for young learners aged 6 – 11 and 12 – 15 years)

**Currently, the tramline is being extended to the university. Due to the construction, the tram and bus stops are slightly different. The terminus of the tramline is now Dvořákova not Bory. Buses 24 and 30 are now using Dvořákova as a temporary stop as well. At Dvořákova, look at the bus schedule to make sure you are waiting in the right place for the direction you want (city centre or university).**

**HOW TO GET FROM THE STUDENT DORM (KLATOVSKÁ 200) TO THE UNIVERSITY CAMPUS:**

- Take bus 30 (in the direction Borská pole or, alternatively, Západočeská univerzita or Panasonic) and get off at the Západočeská univerzita bus stop.
- Another possibility is bus 24 from the same bus stop (direction Zadní Skvrňany). Get off at the Západočeská university bus stop.

**HOW TO GET FROM THE UNIVERSITY TO THE STUDENT DORM OR CITY CENTRE:**

- Take bus 30 (in the direction sídliště Košutka) and get off at the Dvořákova bus stop (special stop for construction).
- Another option is bus 24 (in the direction Bory). Get off at the Dvořákova bus stop.
- Tram 4 (tram stop Dvořákova) will take you to the city centre (stops U Práce or Sady Pětatřicátníků), approx. 11 minutes.

**Or you can use a taxi to reach your destination. Drivers speak English.**

EcoCity Taxi: +420 777 361 361

Autoslužby taxi Plzeň: +420 377 220 220

## Accommodation

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The appropriate category of room at the university dormitory **is booked for foreign participants** and those who does not live in Pilsen (upon request from the application form). Participants **must pay a refundable deposit of CZK 500 per room** when registering at the dormitory. The fee can be paid in cash or by credit card. The money will be returned to the participant during check out if he or she leaves the room without any damage.

At the check-in, you will receive your room number, a survival kit (containing essential information for a visitor to Pilsen), your timetable and the daily programme.

Please, read carefully the OPERATING AND ACCOMMODATION REGULATIONS of the student dorm as soon as you move in.

Should you arrive after 10.00 pm, please go directly to the dorms where the front desk clerk (receptionist) will have a record of your reservation and room number.

**Check in:** Saturday and Sunday 6 – 7 July 2019 until 5.30 pm  
(if not arranged an other time, scholarship holders from Saturday 6 July 2019)

**Check out:** Saturday 27 July 2019 until 11.00 am at the latest

### Accommodation address:

VŠ koleje  
Západočeská univerzita v Plzni  
Klatovská ulice 200  
301 00 Plzeň  
Czech Republic

**Head of dormitory:** Ing. Dana Stanková: Tel.: 724 774 633, 377 634 898

**Reception:** Tel.: 735 713 924

### INTERNET AT THE STUDENT DORMITORIES

Free Wifi is available in the whole building.



## ACCOMMODATION REGULATIONS

1. The entrance to the dormitory Klatovská 200 is locked during day. To enter the dormitory you must show “Accommodation pass” (= card with your name and room number). You receive the Accommodation pass upon arrival at the dormitory.
2. By paying the refundable deposit 500 CZK you will **receive a key** which you **keep for the whole period of accommodation. You must keep the key with you every day whenever you leave the dormitory during your stay.**
3. Every resident will receive a **paper confirmation of paying the deposit**, which will be kept for the whole period of accommodation. When leaving, the deposit will be refunded only under the condition of no damage caused and in exchange for **the paper confirmation of paying the deposit.**
4. The resident has full responsibility for their own key. For the loss of the key you will be charged 500 CZK. In case some damage has been caused to the provider’s property, these damages must be fully paid by the resident and the deposit will not be returned.
5. The UWB dormitory Klatovská 200 is locked from 12 pm to 5 am. Only the receptionist can open the main entrance door during this time. The receptionist can be reached by ringing the bell at the outside door.
6. Night rest 10 pm – 6 am. Please, no noise.
7. Bed linen and towels will be exchanged on Monday 16th and 23th of July. The change will take place from 7 am to 9 am in the laundry store, 9 am – 5 pm at the reception.
8. All rooms will be cleaned once per week. Participants are asked to remove all items from the floor. If there are things on the floor, the room will not be cleaned.
9. Common spaces - corridors and bathrooms - will be cleaned every day.
10. The participants may use a washing machine, dryer and iron and may request an extra exchange of towels and bed linen. The participant must have washing powder. The laundry and drying rooms are in the basement of the dormitory. The keys are available at reception. **Fees for use:**

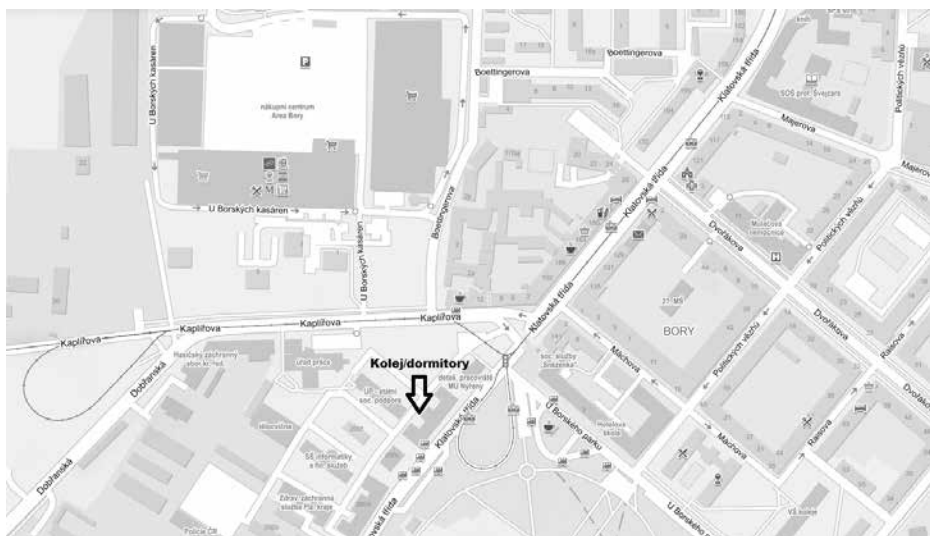
Washing machine, dryer	20 CZK for 1 hour
Electric iron	5 CZK for 1 hour
Extra change of towels	5 CZK
Extra change of bedclothes	20 CZK

For every extra hour that you use the washing machine you will be required to pay 10 CZK. Irons are available in the reception.

11. There are 2 kitchens, each equipped with 1 electric cooker, 1 electric kettle, 1 microwave and 1 fridge and basic dishes on every floor. Participants can find dishes in their rooms. Nobody is allowed to take any kitchen equipment to their rooms.
12. The electrical voltage in the Czech Republic is 230 V. All equipment without a switch from 110 V to 230 V can be used only with an adaptor. It is forbidden to use such equipment without an adaptor! Any damage caused by the use of incompatible equipment will be paid by the participant concerned.
13. Any necessary repairs must be reported immediately to the reception at the dormitory or to an RT member. The reception will arrange for the repairs to be carried out as soon as possible.
14. **Please lock the door every time you leave your room!**

**ISLS and SKM do not take any responsibility for lost or stolen items!**

**Notice: Flagrant violation of accommodation regulations will cause exclusion without returning the accommodation fee.**



## Afternoon program

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For more detailed information please watch ISLS noticeboards.

### FIRST WEEK

Date	Event	Start	Meeting
<b>Sunday</b> 7. 7. 2019	EXCURSION: Pilsen Tasting Tour	2 pm	KL200
<b>Monday</b> 8. 7. 2019	PUB Tour	6 pm	KL200
<b>Tuesday</b> 9. 7. 2019	EXCURSION: Kolomazná pec	5 pm	KL200
<b>Wednesday</b> 10. 7. 2019	Conversation Club in English	5.30 pm	US Point/UNI
	Sing-along picnic	6 pm	KL200
<b>Thursday</b> 11. 7. 2019	Welcome party	7 pm	UNI
<b>Friday</b> 12. 7. 2019	EXCURSION: Teplá Cloister and Marienbad Spa	2 pm	REK
<b>Saturday</b> 13. 7. 2019	Picnic/ swimming: Kamenný Pond	12 am	KL200
<b>Sunday</b> 14. 7. 2019	EXCURSION: Prague	8.45 am	KL200

## SECOND WEEK

Date	Event	Start	Meeting
<b>Monday</b> 15. 7. 2019	Speed dating	4.30 pm	KL200
<b>Tuesday</b> 16. 7. 2019	Board games	4.30 pm	UWB library
<b>Wednesday</b> 17. 7. 2019	Laser game	5 pm	KL200
	Conversation Club in English	5.30 pm	US Point
<b>Thursday</b> 18. 7. 2019	Film projection	4.30 pm	US Point
	Karaoke	8.15 pm	KL200
<b>Friday</b> 19. 7. 2019	EXCURSION: Centrum Caolinum and Mariánská Týnice	2 pm	REK
<b>Saturday</b> 20. 7. 2019	EXCURSION: Horšovský Týn and Chodsko	8.30 am	KL200
<b>Sunday</b> 21. 7. 2019	Škodaland - beach volleyball and football	5 pm	KL200

## THIRD WEEK

Date	Event	Start	Meeting
<b>Monday</b> 22. 7. 2019	USA – What is there for me? (lecture)	4 pm	US Point
	EXCURSION: Pilsen Brewery and Pub	5.30 pm	KL200
<b>Tuesday</b> 23. 7. 2019	Book Club	4.30 pm	UWB library
<b>Wednesday</b> 24. 7. 2019	EXCURSION: Zoological Garden (ZOO)	5 pm	KL200
	Conversation in English	5.30 pm	US Point
<b>Thursday</b> 25. 7. 2019	Farewell party	6.30 pm	UNI
<b>Friday</b> 26. 7. 2019	Awarding of Certificates	12.35 pm – 1.05 pm	<b>in your classroom</b>

**KL200** – meeting point in front of the dormitory entrance, Klatovská 200

**UNI** – meeting point in front of the entrance to the blue building (FEL)

**REK** – meeting point in front of the ZČU Rectorate (green building)

**US Point** – room UU309 (3rd floor - brown building)

**UWB Library** – Reception area

For more detailed information please watch ISLS noticeboards.

### INFORMATION ABOUT THE EXCURSIONS

A list of Excursions is placed in the ISLS Reception area. If you are interested in a particular excursion you must register and we recommend that you register well ahead. Availability depends on the capacity and occupancy of the bus – based on the interest of ISLS participants.

## Information for choir rehearsals

For all, who already expressed an interest and for all who will have an additional interest in singing in a choir, that was convened to mark this year's 30th anniversary of the International Summer Language School. The rehearsals will be held twice a week according to the attached schedule. **It will always take place in the UP 104 lecture hall**, which is located on the ground-floor of the Faculty of Mechanical Engineering building.

Schedule of choir rehearsals	
Tuesday July 9	6 pm
Thursday July 11	6 pm
Monday July 15	6 pm
Tuesday July 18	6 pm
Monday July 22	6 pm
Thursday July 25	performance at the closing party

## Pilsen City Information Centre

The city information centre provides information about the culture and history of Pilsen and its surroundings, tourist information, demographic, social and economic information, information about international and domestic transportation, maps, guidebooks, souvenirs and much more.

web: [www.visitplzen.eu](http://www.visitplzen.eu)

email: [info@visitplzen.eu](mailto:info@visitplzen.eu)

<b>Pilsen City Information Centre</b>	Náměstí Republiky 41 Tel.: 378 035 330	Daily	9 am – 7 pm
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**CURRENT INFORMATION ABOUT ISLS ACTIVITIES  
CAN BE FOUND AT [WWW.ISLS.ZCU.CZ](http://WWW.ISLS.ZCU.CZ), ON FACEBOOK,  
AND ON NOTICEBOARDS LOCATED IN THE ENTRANCE HALLS  
OF THE BLUE BUILDING (FEL) and the Reception area  
at the UWB Library.**

# Czech-English Dictionary

## BASICS

ENGLISH	CZECH	PRONUNCIATION
Please.	Prosím.	pro-seem
Thank you.	Děkuji.	dyek-oo-yee
Thank you very much.	Děkuji pěkně.	dyek-oo-yee pyek-nyeh
You're welcome (it's nothing).	Není zač.	neh-nee zahтч
Yes, thank you.	Ano, děkuji.	ah-no dyek-oo-yee
Nice to meet you.	Těší mě.	tye-shee myeh
Pardon me.	Pardon.	par-don
Pardon me (formal).	Promiňte.	pro-meen-the
I'm sorry.	Je mi líto.	yehmee lee-to
I don't understand.	Nerozumím.	neh-rozh-oom-eem
I don't speak Czech very well.	Mluvím česky jen trochu.	mloo-vim ches-ky yen tro-khoo
Do you speak English?	Mluvíte anglicky?	mloo-vit-eh ahng-lit-ski
Yes/No	Ano/Ne	ah-no/neh
Please, speak slowly.	Mluvte pomalu, prosím.	mloov-the poh-mah-lo pro-seem
Please, repeat.	Opakujte, prosím.	oh-pahk-ooey-the pro-seem
I don't know.	Nevím.	neh-veem

**DIRECTIONS**

ENGLISH	CZECH	PRONUNCIATION
On the right.	Napravo.	na-pra-vo
On the left.	Nalevo.	na-leh-vo
Straight ahead.	Rovně.	rohv-nyeh
Go to the end of the street.	Jděte na konec ulice.	dye-the nako-nets oo-lit-she
The first street on the left.	První ulice nalevo.	per-vnee oo-lit-seh na-leh-vo
Near.	Blízko.	bleez-ko
It's near here.	Je to blízko.	yeh to bleez-ko
Turn.	Zahněte.	zah-hneh-the
Go back.	Jděte zpátky.	dye-teh z'path-ky
Next to.	Vedle.	ved-leh

**DAYS OF THE WEEK**

ENGLISH	CZECH	PRONUNCIATION
Monday	Pondělí	pon-dyeh-lee
Tuesday	Úterý	oo-the-ree
Wednesday	Středa	strshreh-da
Thursday	Čtvrtek	ch't'v'r-tek
Friday	Pátek	pah-tek
Saturday	Sobota	so-boh-ta
Sunday	Neděle	neh-dyeh-leh