UVigo INFRASTRUCTURES

A) Teaching spaces and resources at _Facultade de Filoloxía e Tradución_, available for the organisation and celebration of activities organised by the PhD programme. All the spaces in this Faculty have wifi connection to the University mobile networks (including Eduroam). The Faculty also has a lending service of laptops, video projectors, video players and monitors, among others.

1. Classrooms and seminars:

(i) Teaching rooms A1, A2, A3, B1, B2, C1, C2 and C3: large-capacity spaces, equipped with video projectors, wired so that students can use their laptops.

(ii) Teaching rooms A5, A6, B5, C5 and C6: medium-large spaces, equipped with video projectors, also wired. Rooms A5 and B5 also allow the recording of classes as e-learning resources.

(iii) 23 additional teaching rooms ('seminary type'): small/medium-sized spaces, equipped with video projectors, also wired. One of them is equipped with videoconferencing facilities.

2. Language labs (2)
3. Interpreting labs (6)
4. Videoconferencing rooms (2)
5. Computer rooms (6)
6. Free-access computer room

B) Faculty library

It contains the bibliographical and videographical resources of the Faculty, also in the field of English studies. It is a 1,662-m^2 space, part of the University Library. It is equipped with consultation posts, video-viewing posts and online-reference catalogue points. The funds include approximately 70,000 volumes and around 800 periodicals. It has study rooms for groups, a lobby, a computer area with internet access, the area of magazines and newspapers, the computer area with access to the catalogue, the area of reference dictionaries with study posts, the scientific-journal room and a research room for postgraduate study. A few photocopy self-service machines also available exclusively for the use of researchers. It has 200 reading positions in the open area plus 134 in the study rooms.

The library run a free-access policy, and this applies to every book and journal. All the funds are selectable through the online catalogue. The library provides access to many databases and electronic resources, available through <http://sp.bugalicia.org/vig/subjects/databases.php?letter=Todas>. PhD students are provided with usernames so that they can connect to these resources both on campus or using proxy/VPN links.

C) Other Faculty spaces and resources

1. Main Faculty hall (_Salón de actos_): Arranged as stage plus seats; equipped with projection and interpreting facilities of cinema as well as professional sound loudspeakers. The hall is used for conferences and large seminars, projections, concerts, large meetings and protocol events.

2. Academic Faculty hall (*Salón de graos*): Arranged as stage plus armchairs, equipped with video facilities as well as sound devices. This hall is used for doctoral vivas, conferences, projections, concerts and formal events.

3. Meeting room (*Sala de Xuntas*): Equipped with video projection and digital facilities. Also used for doctoral vivas, research seminars and other formal events.

D) Other University services

1. University Doctoral School and Postgraduate area (<http://eido.uvigo.es>, *Escola Internacional de Doutoramento*). The School is responsible for the administrative and academic organisation of PhD programmes as well as for the regulation of every aspect affecting doctoral studies. The School approves the annual offer of doctoral activities, open to every PhD student registered at the University of Vigo. It publishes an annual call for research stays and conferences, which provides students with partial funding for these activities. This School is also responsible for establishing co-tutelle agreements among institutions.

2. International Office (<http://internacional.uvigo.es>, *Oficina de Relacións Internacionais*). This office is responsible for the organisation of exchange agreements directed to PhD students and supervisors.

3. IT Services (*Área de Tecnoloxías da Información e Comunicacións*, ATIC, <http://www.uvigo.gal/uvigo_es/administracion/atic>). This department deals with technology-related issues in teaching and research activities developed by teachers, researchers and students. Besides, it organizes advanced systems, such as video conferences that ease the holding of courses, conferences and remote interventions, or the use of specialised software, electronic whiteboards, etc. This area is responsible for the University e-learning platforms (Moodle, Claroline), extensively used in the doctoral activities <https://faitic.uvigo.es/index.php/gl>, as well the Uvigo-TV service <http://tv.uvigo.es>, which allows the recording of conferences and seminars and classrooms.

4. Maintenance and repair services, depending on the University Infrastructures Department.

E) Students with special needs

The respect to the diversity and the development of active policies for the incorporation and integration of students with special needs are two principles and lines of action recorded in the Corporate Social Responsibility Report. To meet that objective, the Attention-to-Diversity Office (*Atención á diversidade*, <http://extension.uvigo.es/extension_gl/diversidade>) collaborates with the different university Faculties and academic programmes, and puts into practice the necessary actions to favour equality among all the members of the university community.