

copelabs

Research and Development in Cognition
and People-centric Computing

Welcoming Guide

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Executive Summary

This document is a welcoming guide directed to all COPELABS members and visitors. It has as motivation to assist and to welcome researchers both in COPELABS and in the University Lusófona campus.

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1. COPELABS in a Nutshell

COPELABS is a private, non-profit research unit of University Lusófona, dedicated to the interdisciplinary study of improving the societal well-being, via the use of pervasive and user-friendly technology. The unit has been founded by COFAC c.r.l., the managing entity of University Lusófona, and comprises a total of 32 members, 23 holding a PhD (2 providing administrative support; 17 Full-time equivalent staff, accordingly with FCT rules). These members have expertise in two main fields: informatics, and psychology, two areas which are combined in a unique way via COPELABS interdisciplinary approach which studies cognitive functioning, social interaction and behaviour inference. COPELABS considers both computer science paradigms and techniques to advance the insights of cognitive-based intervention protocols in the area of mental health and rehabilitation, and at the same time uses psychological and social paradigms to further the knowledge of social interaction and behaviour inference within the fields of Internet Science and Cyberpsychology.

The team is organized into two distinct operational R&D groups. The R&D group CTIP (Cognitive Technology Intensive Psychology) currently holds 15 elements (social, clinical psychology) and is focused on intervention and evaluation of mental health, supported by technology. While the R&D group SITI (Informatics Systems and Technologies) holds 15 elements (computer science) and is focused on the development of pervasive wireless systems to promote social and cognitive well-being.

Both SITI and CTIP have been working together since COPELABS inception (2013), contributing to two main thematic areas: Internet science (social interaction and behavior inference in the context of Internet services and architectures); Cyberpsychology (evaluation and assessment of cognitive impairments).

COPELABS has been accredited by Fundação para a Ciência e Tecnologia for the period of 2015-2020 as a small, interdisciplinary unit with high laboratorial intensity, having been awarded with the grade of “Good”. The R&D unit COPELABS has been following its strategic plan (2015-2020), integrating yearly revisions based on an internal analysis of the achieved quantitative and qualitative results, as well as derived from the external analysis provided by its scientific and socio-economic advisory boards. The strategic plan has as main goal to promote well-being (social, cognitive and mental) via pervasive networked (wireless) solutions.

COPELABS pursues the vision of improving the day-to-day living, including the psychological well-being of citizens, based on an interdisciplinary approach that develops technology from a people-centric perspective, by addressing social interaction and cognitive enhancement/contextual intervention as a way to improve human functionality.

Our mission is to design, develop and validate innovative, low-cost, and user-friendly technological solutions, which advantages are two-fold. Firstly, to become useful in the context of psychological and cognitive intervention; secondly, such technology places the citizens in the heart of the social structure that today encompasses the Internet infrastructure, and its services.

As a private non-profit association, COPELABS follows the juridical rules for the format of an Association, which mandate at least three bodies: General Assembly; Direction Board; Fiscal Council. As a research unit that adopted the legal format of an Association, COPELABS integrates several additional bodies, following Fundação para a Ciência e Tecnologia rules. It therefore incorporates, in addition: one Scientific Council; one Academic council; two consulting bodies (Scientific Advisory Board; Socio-economic council). All of the mandates of these bodies are for one year. COPELABS is defined by its bylaws and internal regulation, which are publicly available via the public COPELABS Website as well as via the COPELABS scientific repository (COPELABS scicommons 0).

The unit is coordinated by the Direction, which provides a yearly plan for approval via the General Assembly. This plan takes into consideration the advices that both the external councils (scientific advisory board and socio-economic board) and the internal councils (scientific council; academic council) provide yearly. Such plan incorporates also a financial plan provided by the Direction and discussed with the Fiscal council.

COPELABS work is structured into two main thematic lines, which are coordinated by two elements of the Board of Directors. These two thematic lines include specific goals that shall drive the strategic vision of COPELABS. Such goals are then daily developed in the context of two R&D groups, SITI and CTIP.

Thematic line leaders coordinate and supervise the tasks carried out under his/her line, ensuring that interaction between the two lines becomes, over time, a central aspect of COPELABS. R&D group leaders are responsible for the set of activities established yearly in each group, being responsible for the success of the groups as well as for adequate reporting.

1.1. Research Team Aspects

COPELABS provides specific criteria for the definition of integrated members, described in its internal regulation (article 3, Associates 0). Such criteria concern only peer-reviewed indicators which are indexed to the ISI Web of Science repository and a specific document describes the scientific productivity rules and awards 0.

Members in COPELABS are categorized into invited researchers; junior researchers; researchers; senior researcher. Accordingly with FCT rules, the members recognized by FCT in 2016 are the members holding a PhD. In addition, integrated members reflect the set of senior researchers and researchers only, being the following criteria applied in COPELABS:

- Integrated members known as senior researchers hold a PhD for at least three years and contribute to COPELABS goals with at least four scientific productivity indicators in the last three years, where the success indicators follow FCT rules.
- Integrated members known as researchers hold a PhD and contribute to the goals of COPELABS with at least two success indicators in the last three years, where the success indicators follow FCT rules.

1.2. Thematic Lines

1.2.1. Internet Science

Coordinator: Rute Sofia

COPELABS contributes to the field of Internet Science by addressing Internet architectural design and Internet services design as the product of citizens and communities interaction.

We focus our work in this thematic line by considering the notion of "user-centricity" applied to networking, namely. In the core of our vision is the notion of **resource sharing**, where a resource can be content, or an artifact from the network layers e.g. bandwidth, frequency chunks. A resource can also be a similarity. The dynamics of user-centric environments are (intuitively) related with users sharing interests, where the term interest is considered in this context to be a property or information shared by individuals or groups. For instance, strangers on the same wireless hotspot on the same day of a week may or may not have similar roaming behavior.

While the definition of shared interest in the work that we are developing is seen from a networking perspective, COPELABS is integrating paradigms and eventually metrics that stem from cognitive sciences, namely: **trust**, and **influence**. These metrics are expected to assist the Internet design in evolving in a seamless way that becomes more open to the dissemination of knowledge, and hence, more social in nature.

In 2015, the core of the research to be developed by SITI and by CTIP shall contribute to Internet Science in the context of **community formation and detection**, based on theories derived from social psychology. COPELABS expects to contribute to a better definition of the notion of community and community formation in computer science, going beyond the current trend of considering sociological aspects (such as social interaction), by integrating **cognitive aspects of group dynamics**.

A second aspect of Internet Science that COPELABS expects to contribute to is to behavior inference (reality mining). In COPELABS, behavior inference is based on three main aspects: i) environment and passive sensing (surrounding context); ii) routine and activities (human context); and iii) cognitive/emotional information (cognitive context).

This approach has the goal of assisting in **non-intrusively** identifying both behavioral patterns as well as activity recognition, in order to better understand activities performed over routines of individuals/groups as well as to better estimate potential arousal situations (negative or positive).

1.2.2. Cyberpsychology

Coordinator: Pedro Gamito

This thematic line builds on the CTIP team's past achievements, moves its rehabilitation and mental health agenda forward to a more integrative understanding of cognitive functionality and psychological well-being as being conditioned by individual development and social context, and benefits from the

contribution of the SITI informatics team. The main focus is on the assessment and rehabilitation of cognitive and emotional functions via cutting-edge, mobile, pervasive, and cost-effective digital media, including *virtual reality (VR)* and *serious games (SG)*, within the broader framework of e(electronic)-and-m(mobile)-health programmes geared towards capacitating the patient for a better living, in particular in the elderly and other special populations.

Cyberpsychology is geared towards developing and validating an ecological framework to provide a holistic psychological profile of individuals, namely, of people with cognitive, functional, and social disabilities, as well as anxiety disorders, and which may be reflected in disorders and deficits in daily functioning and well-being. This profile will be created from a continuous input of information gathered throughout the intervention cycle (baseline, treatment and follow-up) using traditional methods of assessment and cutting-edge technologies of sensing and behavior inference.

The line is also about bringing to life a new approach to intervention protocols that will be based on individuals' interaction within naturalistic and immersive (and therapeutic) environments developed on virtual reality platforms, on pervasive methods for data gathering and information processing, and on ubiquitous solutions accessible on-line. Typically, patients with a phobia or with a cognitive impairment that affects their overall functionality will interact with a phobic cue or will exercise the impaired cognitive function on a virtual reality set that replicates a real daily life situation. During engagement, data from his/her physiological status and behavior will be collected and will be later used (alongside with self-reports) to assess the individual's mental health state and evolution.

Following the World Health Organization's (2001) recommendations that psychological assessments and treatments should take into consideration a comprehensive approach, we are inspired by meta-theories of human development that state the need to integrate the assessment and treatment of cognitive and psychological mechanisms and **processes** (i.e. relations between persons and stimuli) into a broader view of the **person** that includes individual differences and attitudes, social and environmental **contexts**, and effects of treatment over **time** (e.g. Bronfenbrenner, 1994). Accordingly, we are developing an integrative approach that takes all of these 4 dimensions into account.

The **person**: individual differences that interest us refer on the one hand to (baseline) resources (cognitive resources, clinical psychological status) and, on the other hand, to the direction and force of attitudes, namely toward treatment and mental health support, as well as towards general social support. People with very similar cognitive and psychological resources but different attitudes achieve widely differing results due to differences in direction and force of attitudes.

The **process** involves a continuous reciprocal interaction between the individual and the external environment, which changes in terms of content and form, producing changes in individual and those around him/her and may have a net positive effect (competence) or not (dysfunction). In a mental health context, analysis and intervention on attention-related processes and cognitive and executive functions have the aim of determining the conditions under which these processes produce change towards enhanced competence or, on the contrary, diminished functionality.

In the social psychological tradition, the Lewinian concept of psychological field expresses what we mean by **context**: the structure of the social and physical environment of the person as well as the position of the person in that environment. The environment includes the natural and constructed environment, technological and material resources, and their spatial arrangement (infrastructure); social structure and culture (norms, ideologies, and rules); social groups within which people relate to each other (or use as positive reference, or relate to as out groups); and meta-models for people to interact and relate to each other and to things, and these models provide context to their specific psychological states, attitudes, and behaviors. Finally, in order to understand all of the above, it is necessary to identify people's specific positions at all these levels of context: society, movement in the spatial context, belongingness (inclusion) and interaction in (and between) social groups, and status position.

In this framework, **time** concerns the developmental process of stability and psychological characteristics of human beings in both the short and long term. It is a crucial factor to understand the dynamic of basic (e.g. attention, memory) and superior psychological processes (e.g. decision making), which can change over time due to both developmental factors and contextual pressures. Time as chronological age (e.g., ageing and cognitive decline) is intimately related to life-cycle events. To capture the dynamic nature of these processes requires intensive data reflecting time-related changes (e.g. fluctuations, trends), which is perfectly in synch with the vision of m-health underlying this thematic Line.

In most of our previous studies, traditional cognitive and emotional intervention through cognitive and behavioral therapy has been complemented by psycho physiological and attention measures. Behavioral measures, however, were not available. The current collaboration between psychology and informatics within COPELABS provides us with the opportunity to introduce naturalistic behavioral measures. In addition, insight on the process of change will be gained via pre and post assessments as described in the pipeline for baseline and follow-up moments. In future research, the interdisciplinary integration of COPELABS will also allow us to push our research agenda forward to a more comprehensive approach to cognitive functions by incorporating the know-how of the SITI group in behavioral inference based on mobile-streamed data.

1.2.3. The Proxemics Data Lab

Established in June 2016, this lab integrates elements of SITI and CTIP working together every day, and focuses on the impact of proxemics on behavior and well-being (social, mental and cognitive). By *proxemics* it is meant the analysis and evaluation of human interaction as well as human organizational aspects in daily life and routines.

This lab, already referred to in the original strategic plan of the unit, represents the first step of a new interdisciplinary research group based on reality mining (data mining).

The Proxemics Data Lab has as outcome open traces and studies/experiments concerning physical and psychological nearness and proxemics patterns; mobility patterns and its relation towards spaces; potential behavioral measures as well as other indicators relevant to promote an early detection of

neuro/psychological impairments, focusing on the concrete use cases of Minor Cognitive Impairment (MCI) as well as on early detection of potential signals for depression. The technology to be used in studies pursued by this lab shall be developed by SITI as well as acquired (if required) to partners; psychological validation is supported by CTIP working together with partners. To reach the proposed goals, the Proxemics Data Lab counts with a work force of 6.7 persons-year, 3 persons-year from CTIP, and 3.7 persons-year from SITI.

1.3. Research Groups

1.3.1. SITI – Informatics Systems and Technologies

Coordinator: Paulo Mendes

SITI follows a vision focused on user-centric networking, contributing to the computer science fields of pervasive wireless systems; networking dynamics. SITI elements involved in the Proxemics Data Lab shall therefore contribute to the context of well-being by means of two main topics: mobility analysis and inference; crowd/community behavior, and modeling.

In what concerns mobility analysis and inference, SITI elements are already involved in the development of several solutions capable of capturing and inferring behavior based on roaming habits, from an individual and collective perspective. In the context of the Proxemics Data Lab the elements shall cooperate with colleagues from CTIP in analysing and studying e.g. how mobility patterns and roaming habits interact with usage of spaces in different groups, and how such patterns and habits correlate/promote well-being. While in the context of community modelling, SITI shall assist the analysis of crowd behaviour and group formation processes, derived from activities that consider research that characterizes, in wireless networks, system-level behaviour that emerges from the unorganized grouping of sensing nodes, namely, consensus on sensing activities, influence among users and synchronization methods.

Hence, while supporting activities being developed in the context of the Proxemics Data Lab, the SITI group will keep on contributing, as initially planned, to the thematic line of Internet Science, with three highly relevant computer science topics: data-centric networking, Device-to-device communication, and opportunistic sensing. These aspects which are not interdisciplinary per se, are also related with the development of the new interdisciplinary structure. An example is the application of opportunistic sensing tools such as USense (2016) to capture data and infer behaviour concerning social cohesion or even to assist in an early validation of potential indicators for early detection of psychological impairments, such as depression. A second example concerns applying opportunistic wireless networking solutions (e.g. Oil , 2016) to analyze aspects such as emotional contagion in groups (near-by people in high number), without requiring Internet access.

1.3.2. CTIP – Cognitive and Technology Intensive Psychology

<Coordinator: Jorge Oliveira>

CTIP has in its vision early detection as well as assessment of neuro and psychological disorders, as can be corroborated by the indicators achieved since 2013. In this context CTIP shall contribute to the interdisciplinary structure of the Proxemics Data Lab by providing measures (scales, use-cases) both in the context of social psychology, as well as in the context of clinical and neuropsychology. In what concerns community/group dynamics, CTIP shall assist via the development of measures that can assist in a better understanding of group formation processes; how mobility relates with spaces, and the impact that such mobility habits have in well-being. In what concerns early detection of neuro/psychological impairments, CTIP shall start by studying, together with SITI, the capability of pervasive technological solutions to capture behavioral indicators and to correlate such indicators with early signs of psychological disorders focusing, for the next 24 months, on two objective cases: depression and Mild Cognitive Impairment (MCI). These two areas were selected based on the expertise of CTIP. However, we feel that these are two areas that are today highly relevant. Being capable of reaching early detection of potential indicators in depression and MCI is a highly relevant contribution in scientific terms, as well as in societal terms. Depression, because it is considered one of the most incapacitating mental conditions, impacting at the individual, family and social levels; and MCI, because it has been considered as a pre-stage for dementia. These conditions affect an increasing number of persons and in most of the cases involve other physical or mental diseases, which places increased difficulties for clinicians in the identification of the signs associated with these conditions.

Under this perspective on early detection of psychological disorders, we believe that effective mental health care will require the early detection of mood and cognitive signs associated with depression and dementia. At this point what is need to be stressed is that these disorders are associated with dysfunctions of the central nervous system at the level of the pre-frontal cortex, which have motor and cognitive expressions that impact in the behaviours of daily living. Tracking behaviours while individuals are executing their everyday tasks may provide a mean to infer about mood and cognitive function. The variations in these behaviours in motor function (e.g., slowing down), spatial isolation and geospatial mobility may be useful to understand the behavioural variations associated with these conditions. Being capable of tracking such indicators, as well as of deriving scales and utility functions, as well as computational inference systems, is an aspect that CTIP can work together with SITI and which allows conducting a more naturalistic assessment; improving current assessment systems, along with the work that in parallel keeps on being developed in the context of Cyberpsychology, as originally planned.

2. When you Arrive, Quick Checkpoint

As a quick checkpoint, Table 1 provides you with an overview of the contact persons to address in regards to a set of different activities. University Lusófona de Humanidades e Tecnologias provides you also with its agenda, where you can check phone numbers and additional contacts.

Table 1: Checkpoint for new researchers.

Function	Description	Whom to Contact in SITI
Administrative support	The COPELABS administrative office is your contact to most administrative affairs, questions you may have in the context of COPELABS and in regards to Universidade Lusófona.	Ms. Anabela Moura COPELABS, Building U, 1st floor, Universidade Lusófona Campo Grande 388, 1749-024 Lisbon anabela.moura@ulusofona.pt . Tel: +351 217 505 020
Direction	The Direction steers COPELABS in its daily routine and in its global scientific activities. Do not hesitate to contact the direction directly, if you have any questions concerning daily activities.	Prof. Dr. Manuel José Damásio (Director) mjd@ulusofona.pt Prof. Dr. Inês Martins Jongenelen (Vice-director) ines.jongenelen@ulusofona.pt Prof. Dr. Pedro Gamito (Vice-director) Pedro.gamito@ulusofona.pt Prof. Dr. Rui Ribeiro (Vice-director) rui.ribeiro@ulusofona.pt Prof. Dr. Rute Sofia (Vice-director) Rute.sofia@ulusofona.pt
Advisor/supervisor	Your advisor/supervisor is your immediate contact in COPELABS and the element that can best assist you in terms of course, project, or	Check your activity plan.

Function	Description	Whom to Contact in SITI
	activity within the context of COPELABS.	
Management Control and accounting	The management aspects in COPELABS are dealt with by the Direction.	See Direction
Marketing and Dissemination	Marketing and dissemination within COPELABS is taken care of by the administrative office which works closely to the Marketing and Communication department. Moreover, the LOC team 0 of University Lusófona provides support for global dissemination (Lusófona online)	Administrative office
Human Resources (for hired staff)	Human resources affairs are dealt with by the Recursos Humanos unit of COFAC, the entity that manages ULHT and that founded COPELABS. In COPELABS, the interfacing to HR is the Administrative office.	Administrative office
Human Resources (for scholars)	Scholarships affairs are dealt with in COPELABS. Contact the administrative office for questions.	Administrative Office
Infrastructure and logistic support	Logistics in ULHT are dealt with by the infrastructures department; in COPELABS, contact the Administrative Office.	Administrative office
Communications and IT	IT is dealt with by COPELABS researchers. If you have basic questions such as e-mail accounts, IP pools, Wi-Fi access please contact the COPELABS administrative office. Serious problems in terms of communications infrastructure will be transmitted to the IT staff.	Administrative Office
Marketing and Communication	COPELABS relies on the marketing and communication resources of Universidade Lusófona. This includes professional editing, a publishing house, as well as marketing services from the Marketing and Communication department, managed by Prof. Dr. Manuel José Damásio. If you have questions, contact first the administrative office in COPELABS.	Administrative office
Visiting Cards	COPELABS associates can request visiting cards from COPELABS' administrative office. COPELABS cards' layout follows specific rules, Speak with your supervisor and to the	Administrative office

Function	Description	Whom to Contact in SITI
	administrative office for further information.	
Library Access and Documentation service	The Library Vítor de Sá provides you with access to a series of documental repositories (refer to section 3 for further details).	Dr ^a Gisélia Felício (giselia.felicio@ulusofona.pt)
Digital database documentation	COPELABS provides you with access to the following digital databases: ACM Digital Library IEEEExplore Elsevier Contact the administrative office for the credentials	Administrative office
Internal mail service	Internal mail is provided by University's Lusófona internal mail service and mail is daily delivered to and collected from SITI.	Administrative office
E-mail, Internet and intranet access	Computational resources are automatically provided to you once you officially start in COPELABS.	Administrative office
Training and Job Opportunities in University Lusófona	SAACE department, University Lusófona	Ms. Cristina Matos Lopes (Cristina.matos@ulusofona.pt) Ms. Elisabete Lourenço (Elisabete.lourenco@ulusofona.pt) You can also get additional information on: http://emprego.grupolusofona.pt
Gym	University's Lusófona Gym (on Campus)	Ms. Raquel Mendes (00351 91 7385371).
COPELABS Awards	COPELABS provides productivity awarding which is usually described in the yearly activity plan, available to all researchers (not to visitors) in COPELABS, via the intranet (egroupware)	Administrative Office

3. Starting in COPELABS

As a COPELABS associate or visiting scholar you shall be integrated into one of the existing R&D groups, and as such you should present yourself to your colleagues and group coordinator. Request the assistance of COPELABS' administrative office in this process. **Moreover, if you are a foreign student or researcher who has recently arrived to Portugal** there are a few steps you need to take:



Declaration of entry (non-EU students). Within 3 working days you must contact SEF to declare your entry in Portugal. In order to do so, contact them by phone and **phone only** (+351 21 3144053) between 08:30-16.30. SEF will provide coordinates on where to go, as well as book an appointment and tell you which documents you need to carry. Declaration of entry form is available online. SEF is located in Avenida António Augusto D' Aguiar, 20 in Lisbon. Further contacts, please inquire Dir.Lisbon@sef.pt (<http://www.sef.pt>).

- **Get registered in the university that hosts your doctoral programme** (if applicable).
- **Get an official residence in Portugal.** See hosting and accommodation for additional details on this topic.
- **Get a fiscal identification number** (known as NIF in Portugal). You need a letter from COPELABS stating that COPELABS is your host institution. In addition, you need a proof of residence, e.g., housing rental agreement as well as a form of identification (passport). To get the NIF, you can go to "Loja do Cidadão", located in Rua Abranches Ferrão 10, 1600-001 Lisboa (telephone: + 351 707 241 107) or in Odivelas Parque Loja 2048, Estrada da Paiã, Casal do Troca, 2675-626 Odivelas - tel. 707 241 107 or at www.portaldocidadao.pt.
- By having NIF you are able to open a bank account to which your scholarship will be monthly transferred.
- **Sign your scholarship agreement with COPELABS /COFAC** (if applicable).
- **Register in SEF.** For this you need your passport; 1 photo; letter from COPELABS acknowledging your eligibility; NIF; signed (scholarship) agreement; health insurance.

Apply for the social security number. You can also do this in Loja do Cidadão, stand of the Social Security.

For further information (such as advantages) please visit the webpage: [http://wiki.bolseiros.org/index.php?title=Seguro Social Volunt%C3%A1rio](http://wiki.bolseiros.org/index.php?title=Seguro_Social_Volunt%C3%A1rio)

By submitting to SSV, you will pay 124,09 monthly, which will be reimbursed by presenting to Copelabs your receipt from ATM machine.

4. University Lusófona Campus



COPELABS is located within the University Lusófona Campus, which offers you with a set of excellent services. This section provides you with pointers to the different services. **For further details, please address the respective services directly.**

4.1. Library Access

The library access is free for all students, teachers, and investigators of the Lusófona Group. From the moment students become officially enrolled, a student card can be obtained – contact SITI's secretariat for details. Each time you need to go into the library you need to show your card. It is like a 'passport' to the library.

The library is situated next door to the main building of Lusófona University. The address is: Avenida do Campo Grande, 380 – B 1749-024 in Lisbon. The telephone number is (+351) 21 7515500.

The timetable is as follow:

- From Monday to Friday: 10.00 am to 22.30 pm.
- Saturdays: 10.00 am to 18.00 pm.

For more information: <http://biblioteca.ulusofona.pt>.

4.2. Eating and Drinking



The Lusófona Campus offers several options for students who want to have a meal or a snack.

There are four main snack-bars / restaurants where you can enjoy your meals:

- **Xiribitátá.** Located in building **B**. This is the largest restaurant in the Campus. Here there is a large number of options from simple snacks to a great selection of food from the buffet. This restaurant is open Monday to Friday, between

7.00 and 23.00; on Saturdays between 7.30 and 15.00.

- **Bar 3** located in building **H** is another nice option for meal times. Schedule: Monday to Friday: 7.30 – 22.00; closed on Saturdays.
- **Bar ULHT**, in building **D**, is mainly for drinks and snacks. Schedule: Monday to Friday: 8.00 – 22.00; closed on Saturdays.

- **Bar ULHT** in building **B** and is also a better option for a light meal. Monday to Friday: 8.00 – 22.00; Saturdays: 8.00 – 16.00.

4.3. Student Life and Association

There is always something interesting happening in Lisbon. The city is bright, upbeat and unconventional but with a friendly atmosphere and sense of community.

In your time off, you could find yourself braving the sea with a kayak lesson or playing volleyball on the beaches close to Lisbon, emptying your pockets in the old fashion and lovely little shops in Rua Augusta, and heading for an evening at the theatre or a night out clubbing with flatmates. There are pubs, clubs and restaurants to suit every taste and festivals of all shapes, from kites to food and drink, through the year.

Contact the ULHT Students' association:

Academic Association of Universidade Lusófona de Humanidades e Tecnologias

The Association is located at Av. do Campo Grande, 376, in our campus, and open to all students from Monday to Thursday between 10h to 21h and on Fridays between 10h to 18h. You can also reach the Association on the telephone +351.21.757.58.69.

4.4. Training and Job Opportunities

University Lusófona knows how important is the contact between students and organizations in order to improve your knowledge and to improve your work and communication skills. In this respect, the SACEE organizes trainings, workshops and give you all the information if you want to do a training either in Portugal or abroad. For further information please contact:

- Ms. Cristina Matos Lopes (Cristina.matos@ulusofona.pt)
- Ms. Elisabete Lourenço (Elisabete.lourenco@ulusofona.pt)

You can also get additional information on: [http:// emprego.grupolusofona.pt](http://emprego.grupolusofona.pt)

4.5. Portuguese classes for foreign students

The university provides a range of opportunities for international students to develop Portuguese-speaking skills. Courses aim to provide a basic knowledge of the Portuguese language, in order to make things easier for you when attending classes and also in your daily life in Portugal.

In ULHT the courses are available only for Erasmus students but if you are not enrolled in the Erasmus program you still have the opportunity to attend the classes. However, **note that COPELABS needs to submit a request to the International Relations Department.** Only with their positive answer you are allowed to assist the classes.

Portuguese classes are based on levels given by English language. From October until December, are given classes for level 1 and also 2. The courses are not for free. If you are an Erasmus student, each level costs € 50 €; if not, it costs € 150. For further information, please contact

- Ms. Cristina Matos Lopes (Cristina.matos@ulusofona.pt)
- Ms. Elisabete Lourenço (Elisabete.lourenco@ulusofona.pt)

Other choice to have Portuguese classes at ULHT is through link https://secure.grupolusofona.pt/rol/f?p=126:1:::::P1_GRAU,P1_INSTITUICAO,P1_CURSO:9,103,527

The course begins under a minimum of 10 registrations and it has a duration of 30 hours from Monday to Friday, from 18h00-21h00, and it costs €150.

4.6. Access to the ULHT Gym

There is a gym on Campus (building H) open to students, researchers, and teaching staff. The gym offers individual training but if you prefer to train with a group you have several options like: Body Pump, Body Combat, Body Balance and RPM (train with bicycles). The prices start from 22,50 Euros (group classes only) to 40 Euros (group classes and individual training).

For further information please talk to Ms. Raquel Mendes (00351 91 7385371).

5. Housing and Accommodation

In addition to the Student's Hall (refer to section 4.3 for details), COPELABS and ULHT have agreements with a few hotels in the vicinity. For specific details contact our Administrative Office. Please notice that in order to profit from special rates, **they MUST be booked via COPELABS.**

Most hotels in Lisbon are also easily accessible by subway. Check trip advisor, or booking hotels for further information.

For students and in addition to the residence we strongly advise renting a room or flat. Monthly rent for an individual room is around € 200/300 (in 2011), including furniture, utilities, and in some cases, Internet access.



5.1. Hostels

Lisbon offers a great choice of hostels where the prices are low and the quality it is not bad.

The University has a protocol with uniplaces.com (next.uniplaces.com). You can check its website: <https://www.uniplaces.com/#lisbon>

Anyway you are free to contact any hostel yourself for booking. Prices can start at 6 Euro/night if it is a shared room. The list we provide next stands for an example of hostels that are located near the city center.

- **Travellers House**

Rua Augusta, 89

Metro Station: Baixa-Chiado (blue line)

<http://www.travellershouse.com/th/home.html>

- **Rossio's Hostel**

Calçada do Carmo, 6, 2nd right floor

Metro Station: Cais do Sodré (green line)

www.rossiohostelworld.com/#/

- **Lisbon Lounge Hostel**

Rua de São Nicolau, 41

Metro Station: Baixa-Chiado (blue line)

www.lisbonloungehostel.com

- **Lisbon Poets Hostel**

Rua Nova da Trindade, 2, 5th Floor

Metro Station: Baixa-Chiado (blue line)

www.lisbonpoetshostel.com

- **Living Lounge Hostel**

Rua do Crucifixo, 116

Metro Station: Baixa-Chiado (blue line)

www.livingloungehostel.com

- **Hub New Lisbon Hostel**

Rua de O Século 150, Lisbon

(soon during 2016 new facilities at Saldanha will open)

<http://www.hostelshub.com/hub-new-lisbon>

- **Jardim de Santos Hostel**

Largo Vitorino Damásio 4 – 2nd floor Lisboa

<http://www.jardimdesantoshotel.com/>

Check www.hostelbookers.com 0 for further info on hostels.

5.2. Hotels

Closest hotels (**for potential discounts and reservations contact the Copelabs secretary office**) are:

Hotel Alif (*)**

Avenida João XXI, 80

Metro station: “Campo Pequeno” (yellow line)

Tel: (+351) 21 782 6210

Prices from 63 Euros / night

www.alifhotels.com

Radisson Lisbon Hotel (**)**

Avenida Marechal Craveiro Lopes, 390

Tel: (+351) 21 004 5000

Metro Station: Campo Grande

Prices from 85 Euros / night

www.radissonblu.com

SANA Hotels

Edifício Myriad Crystal Center

Cais das Naus, Lote 2.15.02

1990-173 Lisboa, Portugal-

Prices from 63 Euros/night

www.sanahotels.com

All prices in the list include breakfast.

5.3. Students Residential

The Housing Concept – Residentials for students in Lisbon

<http://www.residencia-estudantes-lisboa.com/>

6. Transportation & Parking

Lisbon is a very busy city with lots of traffic and it is very difficult to park anywhere within the city. If you have a car and want to drive to the university there is a parking car that can be used by students and COPELABS associates. **Notice that parking within the University Lusófona campus is only free for ULHT collaborators. Out of this category, parking prices start at 90 Euros/month to 520 Euros/year. You need to be in possession of your ULHT card to take care of this matter. To do so, you have to request at a branch of Caixa Geral Depósitos for a card (is not mandatory to open there an account however this is the procedure due to a protocol between ULHT and Caixa Geral Depósitos**

Another option is the parking lot in Campo Grande that is located very close to the University Lusófona Campus and is open every day except Sundays –. The opening times are as follow:

- Monday to Friday: 8.00 – 24.00
- Saturdays: 8.00 – 14.00

Prices range from 1,25 Euros (4 hours) to 34,92 Euros (monthly).

A better option is to consider taking the subway (metro). A monthly ticket costs circa 35 Euros and you are allowed to travel in all lines around Lisbon how many times you wish during the day and it also includes bus. It is a very effective way to travel in Lisbon without the traffic problems associate with cars. The closet stop is Campo Grande (5 minutes walking distance from COPELABS, Building U; 12 minutes to ULHT main campus).

Buses are another option and you have several which go to Campo Grande: 1, 7, 31,33, 35, 36, 38, 45, 50, 67, 68, 83 and 106

6.1. Arriving by Plane

Lisbon's International airport is only 7 km from the city centre and around 4 km from University Lusofona. From the airport, you can opt by:

- *Aero-shuttle* (from 7.00 a.m. to 9.00 p.m.; runs every 20 min.); Drop on Campo Grande and you will see information about Universidade Lusófona – 7 min walking.
- *Regular bus* (Autocarro, check Carris for possibilities and schedules). Options to get off are Campo Grande and Campo Grande/Av. Brasil.
- *Taxi*. Taxis stop at the airport main lobbies. Cost between airport and University Lusófona campus ranges from 4 to 6 Euros.

6.2. Arriving by Train

To buy tickets and to check schedules, go to CP site 0. The three main train stations in Lisbon are Santa Apolónia (downtown and near river Tagus); Oriente (in the region of Expo/Parque das Nações) and Entrecampos. The closest train stations are Entrecampos and Oriente. Subway is then available for any of these stations; subway station to get off is "Campo Grande".

6.3. Arriving by Subway (Metro)

The closest subway station is "Campo Grande". For details on the Lisbon subway check Metropolitano de Lisbon **Erro! A origem da referência não foi encontrada..**

6.4. Arriving by Car

Speed limits are 120 Km/h on motorways, 90 Km/h on other roads and 50 km/h in towns. Besides driving license, an insurance and the green card are mandatory. Lisbon is reachable by several highways in Portugal, check Brisa 0 and/or Estradas de Portugal, EP **Erro! A origem da referência não foi encontrada..**

6.5. Biking

Biking is feasible in Lisbon, in particular around the Campus. However, be aware that Lisbon has just 34km of bike lanes. For details on trails and paths, Bikely 0 and Ciclovias de Portugal 0 are good starting points.

7. Additional Information

This section provides you with a set of pointers for additional information, extra campus.

7.1. Living Costs

Table 2 gives an idea of the average living costs in Portugal.

Table 2: Average living costs in Portugal.

Item	Average Cost (Euros)
Meal, Inexpensive Restaurant	6.56 €
Meal for 2, Mid-range Restaurant, Three-course	28.28 €
Combo Meal at McDonalds or Similar	5.31 €
Domestic Beer (0.5 liter draught)	1.63 €
Imported Beer (0.33 liter bottle)	1.99 €
Cappuccino (regular)	0.95 €
Coke/Pepsi (0.33 liter bottle)	1.15 €
Water (0.33 liter bottle)	0.84 €
Transportation Costs	
One-way Ticket (local transport)	1.30 €
Monthly Pass	31.37 €
Taxi Start (Normal Tariff)	2.61 €
Taxi 1km (Normal Tariff)	0.63 €
Taxi 1hour Waiting (Normal Tariff)	12.54 €
Gasoline no plumo 95 (1 liter)	1.39 €
Volkswagen Golf 1.4 90 KW Trendline (Or Equivalent New Car)	23,696.24 €
Monthly Utilities	
Basic (Electricity, Gas, Water, Garbage)	72.50 €
1 min. of Prepaid Mobile Tariff Local (No Discounts or Plans)	0.19 €

Internet (6 Mbps, Flat Rate, Cable/ADSL)	21.83 €
Sports and Leisure	
Fitness Club, Monthly Fee for 1 Adult	50.97 €
Tennis Court Rent (1 Hour on Weekend)	7.77 €
Cinema, International Release, 1 Seat	5.63 €
Clothes and Shoes	
1 Pair of Nike Shoes	73.61 €
1 Pair of Men Leather Shoes	77.68 €
Monthly Rental	
Apartment (1 bedroom) in City Centre	430.11 €
Apartment (1 bedroom) Outside of Centre	306.67 €
Apartment (3 bedrooms) in City Centre	795.52 €
Apartment (3 bedrooms) Outside of Centre	553.85 €
Property/Estate Buying	
Price per Square Meter to Buy Apartment in City Centre	1,579.89 €
Price per Square Meter to Buy Apartment Outside of Centre	1,023.26 €
Salaries/Financing	
Median Monthly Disposable Salary (After Tax)	827.23 €
Mortgage Interest Rate in Percentages (%), Yearly	4.04

7.2. Banks

Within the Campus you have several ATM machines available. For instance, there is an ATM machine located at the main entrance of the Campus. These machines accept all Portuguese debit and credit cards, as well as almost any debit card from visa and mastercard.

In order to open a bank account in a Portuguese bank you need to get a fiscal identification number, known as NIF. Please refer to section 3 for details to take care in order to get your fiscal identity, and contact the COPELABS's secretary office, if you require additional support.

7.3. Embassies, Consulates, Portuguese Ministries

- In the Government Portal you will find relevant information on all Portuguese Ministries.
www.portugal.gov.pt
- Embassies and Consulates:
www.min-estrageiros.pt
- Portuguese Embassies and Consulates around the world:
<http://www.embassypages.com/portugal>
- Embassies and Consulates around the World
<http://embassy.goabroad.com/>

7.4. Science and Technology Pointers

The Portal of the Foundation for Science and Technology (www.fct.mctes.pt) presents lists of State Laboratories, Associated Laboratories and Research Centres, in Portugal,.

Besides the Foundation for Science and Technology, another important science and technology related institution is the Office for International relations in Science and Higher Education, GRICES.

Additional pointers that may be of interest to you:

- **DeGrau Científico**
<http://www.degraucientifico.pt>
This an online recruitment center, where you can find organizations you wish to work with and also you can submit your CV in order to collaborate with a top research company.
- **DeGóis Portal**
<http://www.degois.pt/globalindex.jsp>
The Degóis is an instrument for gathering, supplying and analyze the intellectual and scientific production of the Portuguese researchers. It consists of a portal having as main feature the individual management of the curricular information, the visualization of national science and technology indicators and the search for curricula according to content related queries.

7.5. Scholars' Associations

7.5.1. ABIC

ABIC – *Associação dos Bolseiros de Investigação Científica 0* is the Portuguese Association of grant holding researchers. ABIC was established in 2003 and represents early stage researchers, such as doctoral students, and post-doctoral fellows as well as researchers who are not included in these 2 groups, but are grant-holders.

<http://www.bolseiros.org/>

7.5.2. ANICT

ANICT – *Associação Nacional de Investigadores em Ciência e Tecnologia* **Erro! A origem da referência não foi encontrada.** is a Portuguese association started in 2009 and which is dedicated to the dialogue concerning science. ANICT aims to represent the interests of all full-time Doctoral Researchers working in Portugal. The proposed central objectives of this National Association are:

1. To provide a voice and offer support to researchers working in Portugal;
2. To act as an effective dialogue partner between researchers and the government, as well as with other organisations that influence science policy;
3. To promote academic freedom, autonomy and excellence across all disciplines;
4. To contribute to the dissemination of scientific knowledge to the general public.

<https://anict.wordpress.com/about/>

7.6. FCT, Fundação para a Ciência e Tecnologia

The Fundação para a Ciência e Tecnologia (FCT) 0 offers support in a multitude of formats targeted at individual researches, in the different phases of their careers, or groups of researches or institutions. If you are certain about the type you are interested in or if you want to have a global perspective of the support opportunities, grouped by the status or the persons or groups to which they are provided. Moreover, if you are a researcher enrolled in Copelabs full-time, then you need to register yourself in FCT, host institution ULHT, unit Copelabs.

FCT – Fundação para a Ciência e Tecnologia

Avenida Dom Carlos, 126, Lisbon

Tel: (+351 21 392 43 00)

Metro Station: Cais Sodré (blue line)

<http://www.fct.pt/index.phtml.en>

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<http://portal-sites.net/>