

An aerial photograph of London, showing a dense urban landscape with various buildings, streets, and green spaces. The River Thames is visible on the right side, and the city skyline extends into the distance under a cloudy sky.

# LONDON

WITH ERASMUS+  
31 March-13 April 2019

# BASIC INFORMATION



Erasmus+

- Taking place on **31 March - 13 April 2019**
- **Host families** accommodation
- **Group plan** for the weekend
- Travelling and accommodation expenses covered by the **Erasmus+** programme

# EDITA SKUBEŇOVÁ

- **SonaTours Ltd.**
- Creating requests for hotels
- Filling databases
- Writing business letters
- 9:00-17:00



# DOMINIK LÍBAL

- Real Action
- Collecting materials
- Marking books
- Printing materials
- Work with databases
- 9:00-17:00



# MICHAELA MALIŠOVÁ AND LUCIE HUDEČKOVÁ

- **Sapphire Community Group**
- Work with customers via phone/email
- Work with databases
- Help with creating events
- 12:00-18:00



# ONDŘEJ NOVOTNÝ

- **TAJ Accountants**
- Helping people in various financial ways
- Accounting
- Work with invoices
- Sorting papers
- Entertaining customers
- 9:00-18:00



# MICHAELA KLÍMOVÁ

- CENTURY 21
- Administration work
- Communication with customers
- Visiting estates
- Offering estates on the internet
- Work with Word



# DAVID ŠANDERA

- **Birchwood Grange Care Home**
- Administration and reception work
- Organisation of events for residents
- 9:00-17:00





# KATEŘINA SMĚTÁKOVÁ

- **Airworld Tours**
- Printing air tickets/documents
- Searching customers in databases
- Uploading tickets to the system
- 9:00-16:00



# DANIEL WENZLOVSKÝ

- Tempocasa
- Searching properties
- Writing letters
- 10:00-17:00



# ANEŽKA FORMÁNKOVÁ AND ANNA KOČÁROVÁ

- **The Library at Willesden Green**
- Loan services
- Work with databases
- Sorting and shelving books
- Recommending and referencing books
- Promoting the library
- 10:00-17:00



# TOMÁŠ TRANDA

- **Eleada Care Services**
- Work with Excel
- Data scanning, shredding
- Work with clients databases
- 10:00-17:00



# PETRA HRÁČKOVÁ

- **Ibis Budget**
- Work with database
- Replying to reviews
- Printing, scanning invoices
- Checking monthly income
- 9:00-5:00



# MARTIN REZLER AND VIKTORIE PEICHLOVÁ

- **CCLS English School**
- Work with databases
- Marketing messages
- Negotiation with clients
- Presentations and videos
- 9:00-15:00



# VERONIKA JULINKOVA

- **Maple Estates**
- Work with databases
- Writing letters
- Searching properties
- 9:30-17:00



# MATĚJ ŠVÁBENSKÝ

- **Let's Talk Property**
- Showing flats
- Writing letters
- 9:00-17:00





# WEEKEND PLAN



An aerial photograph of a city skyline featuring several prominent skyscrapers. On the left, a tall, cylindrical building with a dark facade stands next to a taller, glass-clad skyscraper that is still under construction, with visible scaffolding and cranes at its top. In the center, a building with a distinctive diamond-patterned glass facade is visible. To the right, the iconic Gherkin (30 St Mary Axe) is seen, along with the Leadenhall Building (122 Leadenhall Street), which has a sharp, triangular top. The background shows a dense urban landscape under a cloudy sky.

THANK YOU FOR YOUR ATTENTION