

Department life FAQ

How do I access the Department?

The department is accessed from the doors located on the stairs (inside and outside the Department) using the badge you will receive. The badge is needed also to access the floors from the internal stairs. There is also an internal elevator working only with a special key.

The key is delivered upon request and subject to a security deposit of € 20.00.

Can I always access the Department?

The Department is open from Monday to Friday from 7.30 am to 8.30 pm.

If I need a classroom for a meeting, how do I reserve it?

On the departmental Intranet (Classroom Booking section) you will find the complete list of rooms available in the department with their technical characteristics and with the calendar for reservations

If I want to share a moment for a coffee with a colleague where do I go?

Throughout the Nave building, in the elevator landings, there are vending machines. Two common areas are provided within the Department:

- ◆ on the 2nd floor -> Math & Coffee
- ◆ on the 7th floor -> the Coffee Time Space

What can I do if I want news of events on Departments Events (workshops / seminars / courses) ?

On the homepage of the department www.mate.polimi.it there is a constantly updated calendar of current and future events

If I need stationery?

On the departmental Intranet, in the purchasing section, you will find the list of available material, the form to be filled in to make the request and the distribution rules.

Who and what can I contact for:

Doctoral Office, Research Grants and Travel Expenses Refund Office:

- ◆ **Esperia Ferrara** (7th floor - phone 4616 esperia.ferrara@polimi.it)

Logistics and Events – EventiMate Team:

- ◆ **Laura Guarino** (7th floor - phone 4632 - laura.guarino@polimi.it)
- ◆ **Anna Rho** (7th floor - phone 4586 - anna.rho@polimi.it)

eventi-dmat@polimi.it

ICT service:

helpdesk-dmat@polimi.it

Phone: 4545 or 4608

Administrative contact person:

- ◆ **Sabrina Torri** (7th floor - phone 4501 - sabrina.torri@polimi.it)

Secretary's office:

- ◆ **Giovanni Gentili** (7th floor - phone 4625 giovanni.gentili@polimi.it)

Teaching support activities office:

- ◆ **Fabiana Quadri** (7th floor - phone 4504 fabiana.quadri@polimi.it)

Stationery and mail distribution:

- ◆ **Nancy Salino** (7th floor - phone 4625 vincenza.salino@polimi.it)

Travel office:

- ◆ **Rita Bellani** (7th floor - phone 4505),
- ◆ **Daniela Riccio** (7th floor - phone 4696),
- ◆ **Francesca Castelli** (7th floor - phone 4619),

viaggi-dmat@polimi.it

for external calls please add: 022399

welcome@DMAT

Dipartimento di Matematica

A DADS PhD and Collaborator's guide





Welcome to the Department of Mathematics !

The building where the department is located, called "Nave", was designed by the famous Italian architect Giò Ponti in 1961. It is a quite particular building that owes its name to its shape similar to that of a ship.

The department occupies 6 floors from the 2nd to the 7th and in each floor there are, in addition to the teachers' offices, meeting rooms and labs (https://www.mate.polimi.it/?view=photographic_visit#ann).

The Administrative, Logistic and Educational Services are located the 7th floor, the ICT Service at the 5th floor.

The Department, in its current configuration, is the result of a restoration completed in 2002 and concluded with the placement of the work "Geometrindi & Matematindi" by the artist Luigi Serafini at the entrance to the Council Room at the 7th floor, testifying to the attention of the Department towards mathematics applied to the arts.

Wishing you a pleasant stay at the department, here is some information to help you get most out of the services dedicated to you.

PhD in Data Analytics and Decision Sciences (DADS)

The Department of Mathematics hosts a group of students of Data Analytics and

Decision Sciences PhD course.

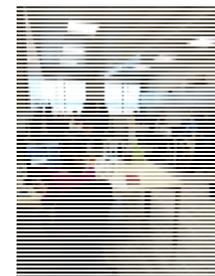
The program of this PhD course stems from the cooperation



between three departments:

Dipartimento di Elettronica, Informazione e Bioingegneria (DEIB), Dipartimento di Ingegneria Gestionale (DIG), Dipartimento di Matematica (DMAT), and the Center for Analysis, Decisions and Society (CADS) at Human Technopole.

The DADS PhD students at DMAT are entitled for a workstation, consisting of a desk and PC inside a study shared with other PhD students.



All of them must fulfill their safety training obligations through the University's online services (Data - Safety courses) and

fill in the job placement form with the help of the ALSPP (Alberto Perversi - phone4547 - alberto.perversi@polimi.it).



Department life includes moments of sharing and comparison, and for this purpose spaces with different characteristics are provided: labs, seminar rooms, conference rooms, meeting rooms and refreshment areas. All these spaces can be booked from the department intranet:

<https://www.mate.polimi.it/servizi/index.php>

The administrative seat of DADS course is at DEIB where the PhD students can find an answer to their administrative questions or to their studying matters but, if they need, they can contact our service as follows.

They also have their representative in the Council of DEIB .



Collaborators

Anyone working with the DMAT researchers can contact EventiMate Team to receive a temporary department access badge or to find space to work with their PC.

All of them must fulfill their safety training obligations through the University's online services (Data - Safety courses) and fill in the job placement form with the help of the ALSPP (Alberto Perversi - phone4547 - alberto.perversi@polimi.it).