



Agenda

Transnational Project Meeting, Izmit-Kocaeli

December 11th & 22th 2018

Day 1, December 11th

Venue: Conference room at Luxor Garden Hotel

09.30-10.00 Welcome and introduction by Kanuni MeTAL team and Project manager

10.00-11.30 Status and evaluation of the project.

E-(m)PACT Workplan- what have we achieved so far and where are we according to the workplan of the project?- partners' contribution to the project- short presentations made by the partners regarding their work and results -*all partners*

11.30-12.00 Coffee-break

12.00-13.00 Presentation of the Joint short staff training event and of the Blended mobility and their results- *all partners*

13.00-14.00 Lunch break

14.00-14.30 Status of the development of project tangible results: O1- simulation activities, recordings, contribution to the Handbook and the guide; O2- creating scenarios and recordings- *all partners*

14.30 The group will split into two: teachers-team leaders and project managers
Coffee break whenever necessary

Project managers:

14.30-16.30 Reporting: Feed-back on Progress reports. Contractual and Financial aspects, communication.– *Project manager and all partners*

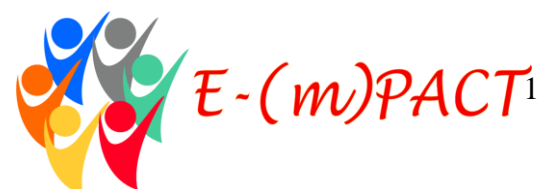
Teachers & Technicians

14.30-16.30 Discussions on IOs- Planning the work, product development, testing, revising, final version.

Coffee break whenever necessary

16.30-17.00 Conclusions of the day

19.30 Dinner



Day 2, December 12th

*Venue: Conference room at **Luxor Garden Hotel***

9.30-10.00 Dissemination –update of the dissemination strategy- *all partners*

10.30-12.00 E-(m)PACT workplan and goals for the next period

What will we do until the next project meeting?

Tasks distribution among the partners- Who's doing what?

Discussing the content for the next partner meeting, 3rd Joint short joint staff training event and 2nd students mobility (virtual and physical)

Coffee break whenever necessary

12.00-12.30 Interim evaluation of the project status and management

12.30-13.00 Next reporting – tasks and deadlines

13.00-14.00 Lunch break

14.00-15.00 **Discussions on the technical and financial changes foreseen in the project**

15.00-16.00 Conclusions and evaluation of the partner meeting

16.00-16.30 Visit to Kanuni Mesleki ve Teknik Anadolu Lisesi

19.30 Dinner

