

AGENDA

Sunday, 18 February 2018

Arrival of the participants

Monday, 19 February 2018

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| 09.00 a.m. | Welcoming of the participants | Ronald Schönknecht |
| 09.05 – 09.30 a.m. | Project Monitoring <ul style="list-style-type: none"> • Fulfilment of tasks • Communication • Reporting • Dissemination | Ronald Schönknecht |
| 09.30 – 10.00 a.m. | Introduction of the Hungarian partner organisations | HEEDA Csácsé Rom |
| 10.00 – 10.30 a.m. | Introduction of the External Evaluation Concept | Prof Dr Joachim Schroeder |
| 10.30 – 11.00 a.m. | Coffee Break | |
| 11.00 – 12.30 p.m. | Introduction of the results of the survey with stakeholders in the partner countries Elaboration of a joint action basis for the completion of the Curriculum | all partners |
| 12.30 – 14.00 p.m. | Lunch Break | |
| 14.00 – 15.30 p.m. | Work in three groups for the description of the training contents: <ul style="list-style-type: none"> • Numeracy • Basics in the IT field • Capability in every-day life | all partners |
| 15.30 – 16.00 p.m. | Coffee Break | |
| 16.00 – 17.00 p.m. | Continuation of the work in three groups for the description of the training contents: <ul style="list-style-type: none"> • Numeracy • Basics in the IT field • Capability in every-day life | all partners |

Tuesday, 20 February 2018

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| 09.00 - 09.05 a.m. | Monitoring | Ronald Schönknecht |
| 09.05 – 10.00 a.m. | Introduction of the work group results <ul style="list-style-type: none"> • Numeracy • Basics in the IT field • Capability in every-day life | Work group members |
| 10.00 – 10.30 a.m. | Short introduction of the final structure of the Handbook for trainers | B.I.O. |
| 10.30 – 11.00 a.m. | Coffee Break | |
| 11.00 – 12.30 p.m. | Discussion and agreement on the selection of already existing and proven material for the alphabetisation | all partners |
| 12.30 – 14.00 p.m. | Lunch Break | |
| 14.00 – 15.30 p.m. | Re-structuring of the Basic Vocabulary in national groups | all partners |
| 15.30 – 16.00 p.m. | Coffee Break | |
| 16.00 – 17.00 p.m. | Re-structuring of the Basic Vocabulary in national groups | all partners |

Wednesday, 21 February 2018

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| 09.00 - 09.05 a.m. | Monitoring | Ronald Schönknecht |
| 09.05 – 09.30 a.m. | Presentation of the project website and stakeholder flyer draft; discussion and agreement | Isabelle Jahn |
| 09.30 – 10.30 a.m. | Translation of the flyer and website text in national groups | all partners |
| 10.30 – 11.00 a.m. | Coffee Break | |
| 11.00 – 11.30 a.m. | Discussion and agreement of the working steps concerning the certification of the Curriculum | Isabelle Jahn |
| 11.30 – 12.30 p.m. | Assessment of the Partner Meeting and agreement on the next working steps | all partners |

Thursday, 22 February 2018

Departure of the participants