

MINUTES

Monday, 19 February 2018

09.00 a.m.	Welcoming of the participants	Ronald Schönknecht
09.15 – 10.00 a.m.	Project Monitoring <ul style="list-style-type: none"> • Fulfilment of tasks • Communication • Reporting • Dissemination 	Ronald Schönknecht
10.00 – 10.30 a.m.	Introduction of the External Evaluation Concept	Prof Dr Joachim Schroeder
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 IO1
14.00 – 15.30 p.m.	Work in two groups for the description of the training contents: <ul style="list-style-type: none"> • Numeracy • Basics in the IT field 	all partners IO1
16.00 – 17.00 p.m.	Continuation of the two groups for the description of the training contents: <ul style="list-style-type: none"> • Numeracy • Basics in the IT field 	all partners IO1

Tuesday, 20 February 2018

09.00 - 09.05 a.m.	Monitoring	Ronald Schönknecht
09.05 – 09.45 a.m.	Introduction of the work group results <ul style="list-style-type: none"> • Numeracy • Basics in the IT field 	Work group members IO1
10.00 – 10.30 a.m.	Short introduction of the final structure of the Handbook for trainers	B.I.O. IO2

11.00 – 11.30 p.m.	Discussion and agreement on the selection of already existing and proven material for the alphabetisation	all partners IO2
11.30 – 12.30 p.m.	Continuation of the two groups for the description of the training contents: <ul style="list-style-type: none"> • Numeracy • Basics in the IT field 	all partners IO1
14.00 – 14.30 p.m.	Explanations on the questionnaire for the survey with Roma	JugendStil all partners IO1
14.30 – 15.30 p.m.	Re-structuring of the Basic Vocabulary in national groups	all partners IO3
16.00 – 17.00 p.m.	Re-structuring of the Basic Vocabulary in national groups	all partners IO3

Wednesday, 21 February 2018

09.00 - 09.05 a.m.	Monitoring	Ronald Schönknecht
09.05 – 09.45 a.m.	Discussion and agreement of the next working steps (introduction of Decisions) Assessment of the Partner Meeting	JugendStil
09.45 – 10.30 a.m.	Discussion and distribution of tasks concerning follow-up projects	all partners

Please note that you can include the times and activities typed in purple in the timesheets for the stated Intellectual Outputs!