

## AGENDA

Tuesday, 29 January 2019		
9:30 – 10:15	Official welcome and opening of meeting Expectations of partners	ILIRIA College OpenEurope
10:15 – 10:30	<b>Project Management and Implementation from July 2018 until January 2019</b> - Communication and cooperation so far - Finances and reporting	OpenEurope
10:30am – 11:45	<b>IO2 - Online Course:</b> - Presentation of an example - Proposal of assessment procedures	Collegium Balticum, ILIRIA  All partners
Coffee break		
12:15 – 13:30am	<b>IO2 - Online Course:</b> - Online platform: manual / guidelines for partners - Users evaluation	OpenEurope
Lunch break		
15:00 – 16:00	<b>Training Activity in Reus (24-26 April)</b> - Participants and Trainers - Materials - Logistics	OpenEurope

16:00 – 16:45	<b>IO2 – Training Materials for learners with special needs (from Sept 2019):</b> <ul style="list-style-type: none"> <li>- Format and type</li> <li>- Guidelines to adapt the materials</li> </ul>	IST
16:45 – 17:30	<b>IO2 – Activity 6: (from Nov 2019): PILOTING</b> <ul style="list-style-type: none"> <li>- General approach</li> <li>- Target groups</li> </ul>	Apeirons
<b>Wednesday, 30 January 2019</b>		
9:30 – 10:15	<b>Dissemination:</b> <ul style="list-style-type: none"> <li>- The activities done so far</li> <li>- Facebook</li> <li>- Newsletter</li> <li>- Planning of next steps</li> </ul>	Dlearn
10:15 – 11:00	<b>Quality Assurance:</b> <ul style="list-style-type: none"> <li>- Implemented activities</li> <li>- Overview of indicators and tools</li> <li>- Planning of next steps</li> </ul>	Collegium Balticum
<b>Coffee break</b>		
11:30 – 12:00	<b>Next project activities:</b> <ul style="list-style-type: none"> <li>- Next Online Meeting: IST</li> <li>- 4th Transnational Meeting: October 2019 - Riga (Apeirons)</li> <li>- Piloting:</li> </ul>	All partners
12:15 – 13:00	Meeting conclusion and evaluation Certificates	ILIRIA Colle and OpenEurope