



7th (last) project meeting

CTCP Portugal

16.06.2020

place TBC

Time	Content	Who
9:30	Welcome & practical aspects	Cristina/Rita (CTCP)
9:45	ICSAS at a glance: work plan, milestones reached, work packages (IO), deliverables, etc. basic questions & answers; discussion	Andreas(ITB)
10:15	Administrative issues: Final report has to be written	Andreas (ITB)
11:00	Coffee break	
11:15	IO3: Manuals and LTTA-material: Final remarks (if there are any).	All
11:45	IO4: Matrices, Interviews, final workshops, sketches of summative assessment and documentation for reporting; formal closure of IO4.	ITB/CTCP/Gabor/TUiasi
12:30	Lunch	
13:30	IO5: (together with AB) videos on “apprenticeship-like schemes” from 09.18 – 12.19 in RO/PT/DE. Final remarks. Formal closure of IO5.	Rita (PT) & Aura (RO) & Franziska (DE)
14:30	Sustainability (together with AB): Implementation of our pilot in RO respective PT VET systems	RO and PT teams
15:30	Coffee break	
15:45	Dissemination, IO 7: (together with AB) proceedings on Handbook/videos etc. Valorisation of MoU and position paper – any additional remarks by AB	All
16:30	Separate meeting of AB	AB
16:30	Reporting issues (dissemination, travel, timesheets...) – bilateral ITB and some of the partners.	ITB
17:30	Feedback by AB	AB/all
18:00	End of first day	
20:00	Dinner	PT team



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10:00	IO 6: (together with AB) our SQF (levels2-4) Comments? Formal closure of IO6.	ITB
11:00	IO7: Final steps on IOs (partners)	all
11:00	AB: Internal round on feedback	AB
12:00	Coffee break	
12:15	Feedback from AB: lessons learnt.	All
13:00	Lunch	
14:00	Report of multiplier events, Evaluation, signatures,	All
16:00	Coffee Break	
16:15	Any other business (AoB)	All
16:30	End of meeting	