

AGENDA

- 9:00 Welcome
- 9:10 Project's Overview
- Review of last meeting minutes
- 9:40 Work-programme
- **WP2 - Improvement and updating of Database Implementation. Implementation review:** WP leader - ISQ (Start month 0, Finish month 17)
 - o Overview of new questions generated by partners
 - o Overview of revision of Q&A already made and discussion about corrections and remarks
 - o Discussion between partners
 - o Tasks to be performed during the next period and definition of responsibilities
- 11:00 Coffee Break
- 11:10 Work-programme
- **WP3 - Rules Implementation: Development of supportive guides:** WP leader - IIS (Start month 0; Finish month 8)
 - o Development done up to now
 - o Discussion between partners about the outcomes
 - **WP4 - Training workshops in 4 European Countries:** WP leader - ASR (Start month 9; Finish month 18)
 - o Discussion about Training Workshops done up to now
 - o Tasks to be performed during the next period and definition of responsibilities
- 12:30 Lunch Break
- 14:00 Work-programme (Cont.)
- **WP5 - Generation of pilot-exams:** WP leader - SLV (Start month 18; Finish month 24)
 - o Discussion between partners
 - o Tasks to be performed during the next period and definition of responsibilities

- **WP6 - Dissemination and Valorisation Plan:** WP leader - EWF (Start Month 1, Finish month 24)
 - o Development done up to now and discussion between partners
 - o Tasks to be performed during the next period and definition of responsibilities
- 15:45 Coffee Break
- 16:00 Work-programme
 - **WP7 - Quality Management:** WP leader - IIS (Start Month 1 Finish Month 24)
 - o Development done up to now and discussion between partners
 - o Tasks to be performed during the next period and definition of responsibilities
- 16:45 Discussion
- 17:00 End of 1st day

- 20:00 Dinner (details will be given at the meeting)

Tuesday, 27th of January

- 9:30 Project Financial Issues (EWF)
- 10:45 Coffee Break
- 11:00 Reporting (EWF)
- 12:00 Final Conclusions
- 12:30 Date and Place of next Meeting
- 12:45 End of the meeting