



No. 2021-1-LT01-KA220-SCH-000032445

**Second F2F Transnational Project Meeting**  
**Raval St Pere 1, entresol, Reus 43202**

**18 April 2023**

**09.30 - 17.00 CEST**

09.30 - 09.45	Welcome to Reus! <a href="#">OpenEurope (P2)</a>
09.45 - 11.00	Project Result 2: progress <a href="#">Kretingos Marijono Daujoto Progimnazija (P4)</a> A4. Finalisation of action plans - 21 of April, 2023 Peer review - 28th of April, 2023. Deadline for translation - 31 of July, 2023 English version uploaded of R2 sooner. (as of 30 May - it's ready) Embedding translations on the platform - August / September 2023 Testing - October 2023. In the middle of the testing we share which tools we have chosen so far and what's left to be tried to test. Fine tuning - mid November 2023 Peer review 24-28 April 2023
3	Coffee break
11.15 - 12.00	Project Result 3: planning <a href="#">Microkosmos (P3)</a>



	<p>Video - is the study case to promote diversity. We base the content of the video on the case studies collected for Result 2. Video done by EACH PARTNER. Mikrokosmos to prepare for the partners technical guide (Powtoon or Canva). Template for videos?</p> <p>The duration of videos- 1 min. Total we have 18 videos.</p> <p>What's the workshop structure - mikrokosmos to suggest a template.</p> <p>3 workshop plans then.</p> <p>Testing 1 workshop in schools with the video (or videos)</p> <p>Evaluation for teachers and students.</p> <p>Booklet as dissemination materials - template provided by Mikrokosmos.</p> <p>Subtitles and audio/ voice over would increase the accessibility of the videos.</p>
<p>12:00 - 12:30</p>	<p><b>Dissemination</b></p> <p>Microkosmos (P3)</p> <p>Presentation prepared by Irene. To upload it into the GDrive in TPM Reus.</p> <p>2 min video by each partner by the end of April - in English - benefits of working as an educator/teacher in a European country.</p>
<p>12.30 - 13.00</p>	<p><b>Website</b></p> <p>OpenEurope (P2)</p> <p>Lithuanian R1 translation is not reuploaded on the project website. To check this.</p> <p>It will be possible to upload the tools and action plans after the peer review in English.</p> <p>To change “Back to study cases page” - not toolkit. “Case study” - to change (make unified in Result 2) instead of study case. “Toolkits” to change into “toolkit”.</p> <p>News section empty:</p> <ul style="list-style-type: none"> <li>- to upload videos in sign language in news section;</li> <li>- leaflet and booklet also.</li> <li>- also - the short presentations of modules prepared by EDUPRO might also be used for the news section.</li> <li>- Liga to send the article from EPALE.</li> <li>- Aurelija will send the info about their project dissemination event.</li> <li>- We can also upload Ona’s presentation about the tools - we have not watched it during the meeting.</li> </ul>
<p>13.00 - 15.00</p>	<p><b>Lunch</b></p>



15.00 - 15.45	<p>Project management, timeline, reporting Edupro (P1)</p> <p>LdV - progress report No. 2 missing for September-December 2022 period.</p> <p>Next reporting period - January- June 2023:</p> <ul style="list-style-type: none"> <li>- progress report;</li> <li>- financial report;</li> <li>- timesheets;</li> </ul> <p>If the working groups on the project results/ outputs changes, the working group order needs to be changed/ complemented and scanned into the Google Drive.</p>
15.45 - 16.00	<p>TPM in Italy - dates All partners</p> <p>28-29 November 2023 - working days, Torino, Italy</p>
16.00-17:00	Cultural activity
20.00	Dinner

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9.30 - 14.00 CEST

10:00 - 10:30	<p>Recap of the topics discussed on Tuesday</p> <p>All partners</p>
10.30 - 11.00	<p>Quality assurance and evaluation Zini (P5)</p> <p>Liga to send us the evaluation questionnaire in summer (end of June- beginning of July) to do the half year evaluation (January-June 2023).</p>
11:00 - 11:15	Coffee break



11.15 - 11:45	<b>Exploitation of project results (stakeholders)</b> <b>First Private School Leonardo da Vinci (P6)</b>  Presentation prepared. Uploaded on the GDrive. Each partner should send a list of 10 partners they work with or ar planning to do it - to spread the word about the project RESULTS. To make the results “live” and useful to other after the project end.  A plan needs to be prepared. Partners to comment. When plan is ready - to be reviewed again at the end of the project.
11.45 - 12.15	<b>Sustainability of the project</b> Kretingos Marijono Daujoto Progimnazija (P4) prepared a ppt on the sustainability plan.  Will prepare a plan, partners add info or delete smth. About their plans for sustainability of the project.
12.15 - 12.45	<b>Questions &amp; Requests</b>
12.45 - 13.30	<b>Certificates</b>
13.30 - 14.00	<b>Closure of the meeting</b>
14.00 - 16:00	<b>Lunch</b>

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