



AGENDA

1st transnational project meeting DEVELOPING ADULT EDUCATORS' COMPETENCES TO PROMOTE LEARNERS' LIFESTYLE ENTREPRENEURSHIP (ACE)

No. 2015-LT01-KA2014-013404

5th November, 2015, Thursday	
15.00 - 15.30	Opening of the meeting. Introduction to the meeting's agenda Introduction of partner organizations and their expertise related to project task. (5 minutes each partner)
15.30 – 16.00	Review of the Project aims, objectives and expected outcomes, activities as defined in the application form and Gantt table. The roles and responsibilities of each partner organization. (LT1, Lithuania).
16.00- 16.30	Coffee break
16.30 – 16.45	Selection of the Steering Committee, its roles and responsibilities (LT1, Lithuania).
16.45 - 17.20	Presentation of Project management, payments schemes, financial rules of Erasmus+, risk management, documents for interim and final reporting (LT1).
17.20-17.50	Discussions about effective communication and collaboration. Dissemination plan and its implementation form. Project website and its parts. Logos. Leaflet. Multiplier events. (LT1)
17.50-18.10	Discussion on project evaluation and quality assurance criteria, tools and steps (LT1 and LT2)
18.10- 19.20	Round table: questions related with Project management and implementation (all partners)
	Friendship Dinner

6th November, 2015, Friday	
10.00-15.45	<p><i>Workshop I:</i> ideas and suggestions for preparation of the Intellectual Output 01 Curriculum for adult educators – practitioners „Promotion Lifestyle Entrepreneurship for disadvantaged learners“:</p> <p>Discussion of the questionnaire for the State of Art review. Organization: Focus groups.</p> <p>Content, structure, translation, presentation as OER within e-platform of Curriculum. (Presented by partner - LT1).</p>
10.45-11.00	Coffee break
	<p><i>Workshop II:</i> ideas and suggestions for preparation of the Intellectual Output 02 „Training material and ICT tools for adult educators – practitioners“: content, structure, scope, translation, OER within e-platform (Presented by partner LT2).</p> <p>Module I „Basics of Lifestyle Entrepreneurship“ (Presented by UK and LT2);</p>
12.30- 13.15	Lunch
	<p>Module II „ The Use of ICT and OER in LSE“ Digital stories. (Presented by PL and LT2).</p> <p>Module III „Marketing of LSE for disadvantaged people“ (Presented by CY and LT1)</p> <p>Module IV „An assessment tool of learners skills and competences in LSE“ (Presented by BG and LT1)</p> <p>Module V „Creating awareness on validation of the acquired competences“ (Presented by LT2 and CY)</p>
15.45 – 16.30	Setting the dates of the next meetings online and (face-to- face), defining the content of next meeting, allocation of tasks for the IO1.
16.30 – 17.00	Summarizing of the meeting. Evaluation. Certification
7th November, 2015, Saturday	
10.00-13.00	Individual consultations Questions regarding individual partner’s budget /tasks, intellectual outputs (if necessary) (Coordinator LT1)