

<p>Master model to gain time in your classroom 'Gain Time'</p> <p>2014-1-ES01-KA201-004401</p> <p>www.gaintime.eu</p>		
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Meeting Agenda

Roma, 9-10 November 2015

ERIFO. Via adriano Fiori, 32/B Rome. +39 0686325125

ISNTITUTO Sereni (Please, add address and phone)

9 November. Monday

9:30	Welcome by Barbara and Alessandro Cristofanelli	ERIFO SERENI
	Introduction and review of the agenda	CECE
	Porto minutes. Revision of the "To Do List"	CECE ALL PARTNERS
	General overview of the project state:	CECE
	O1 <i>National Compendium</i> GAUSDAL. Pending	GAUSDAL
	O2 A2 <i>Master model to gain time on your classroom</i>	ISCAP + STUCOM
	O3.A1 <i>Guidelines for the online course</i> feedback, doubts and comments	ERIFO + IT WORLD ALL PARTNERS
	O3-A2 <i>Development of the Learning Objectives</i> Presentation of the DRAFT Unit	EACH PARTNER
	Coffee Break	
13:30	Lunch	
	O3-A2 <i>Development of the Learning Objectives</i> Presentation of the DRAFT Unit	EACH PARTNER
17:30	Summary of the day and clarification of doubts	CECE + ALL PARTNERS
20:00	Dinner (Optional)	

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10 November Tuesday

9:30	Istituto Sereni: Presentation and Visit (?)	Alessandro (?)
	Report of the events	CECE will present a summary of the partner's events, following the information provided by each partner in dropbox
	Dissemination activities: revision of the partners reports	CECE will present the summary of the partner's activities, following the information provided by each partner in dropbox
	O2 A3 book trailer	CECE will present an example
	Coffee break	
	Management and Administration	CECE
	O3-A3 <i>Video-editing on line course</i>	IT WORLD
	Task to be done	
	Evaluation of Meeting	
	Next meeting proposal	
18:00	Meeting closure	

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WORKPLAN
To do list

OUTPUT	WHO	WHAT	WHEN