



## **Meeting Agenda**

Izmir – 24<sup>th</sup> of March till 25<sup>th</sup> of March 2014

### **PROJECT STAY IN**

PROJECT NUMBER – LLP-LDV-TOI-13-AT-0010

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#### 1) Basic Information

##### **Location of accommodation:**

Anemon Fuar Hotel

<http://www.anemonhotels.com/otel-izmir/anemon-fuar.aspx>

1362 sk. No:57 Montrö - Alsancak / İzmir

+90 (232) 446 06 46

##### **Location of meeting:**

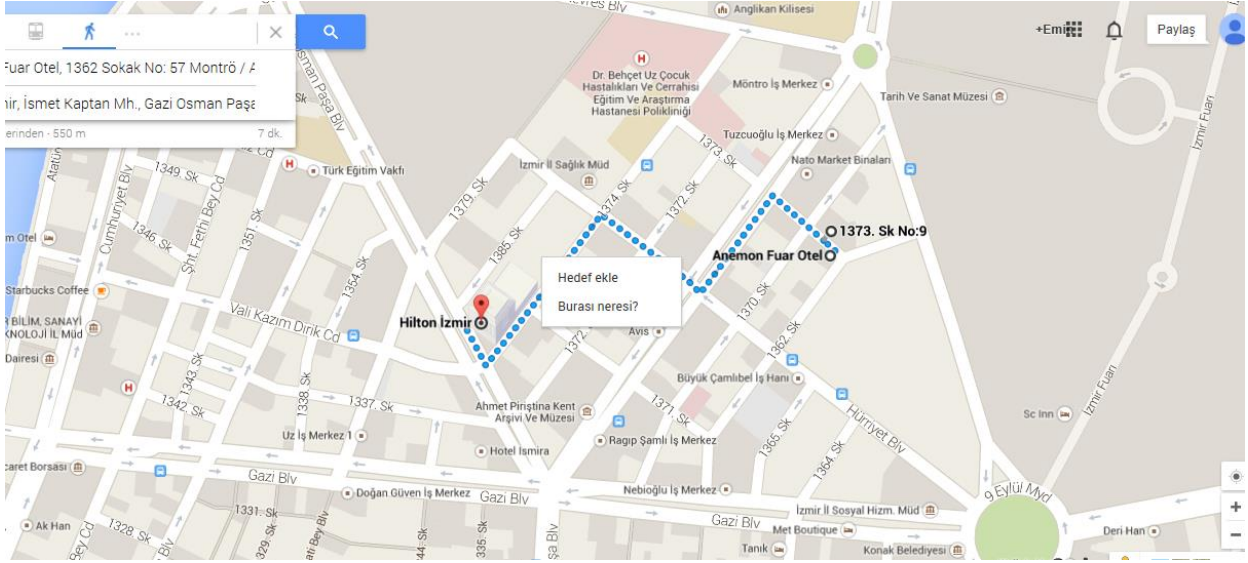
Meeting will take place at the hotel.

##### **Transportation from airport to hotel:**

1. Take the shuttle bus (Havaş) to the Izmir Hilton hotel. From Hilton hotel to Anemon Hotel is 5 min walk. (See map).(Price 15 TL)

2. You can take bus number 202 which is going to the the same place next to Hilton Hotel. (Price 6 TL)

3. You can take a taxi which is the easiest way and the price will be 50 TL (around 20-25 Euros)



### Visa:

Some countries need a visa for Turkey, but you can buy your visa at the airport (around 25-30 Euros)

(<http://www.mfa.gov.tr/visa-information-for-foreigners.en.mfa>)

### Currency:

Turkish lira ( 1 Euro is appr. 3,05 Turkish Lira)

There are exchange offices at the airport and city center

### Contacts

M. Emin BAKAY- **+905052322992**

### Payments:

- Single room +breakfast=**70 EUR** per night Double room: 105 EUR
  - Please keep in mind to save all your receipts (travel, accommodation, dinner, beverages).
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## Participants

<b>Name</b>	<b>Organization</b>	<b>Partner</b>
Ms MEIER Michaela	Jugend am Werk (AT)	P0
Ms KÜGERL Nadja	Jugend am Werk (AT)	P0
Ms GICHEVA Tatyana	Chamber of Commerce and Industry (BG)	P1
Mr MATTHÄUS Ingo	BBW Beckmann & Scheller GmbH & Co.KG (DE)	P2
Ms TOPP Suse	BBW Beckmann & Scheller GmbH & Co.KG (DE)	P2
Ms VOUTILAINEN Mirjam	Länsirannikon Koulutus Oy WinNova (FI)	P3
Ms LEIVO-JOKIMÄKI Kaisa	Länsirannikon Koulutus Oy WinNova (FI)	P3
Mr PICONE Francesco	Pixel Associazione (IT)	P4
Ms VERHEIJEN Ellen	MBO Raad (NL)	P5
Mr MONTEIRO Rui	Sociedade Portuguesa de Inovação (PT)	P6
Mr BAKAY Emin	Eğitim ve Gençlik Çalışmaları (TR)	P7
Mr. Serhat TOPÇU	Eğitim ve Gençlik Çalışmaları (TR)	P7

# Meeting Agenda

2<sup>nd</sup> Transnational Meeting  
24<sup>th</sup> - 25<sup>th</sup> of March 2014, Izmir

## **Sunday, 23<sup>rd</sup> March 2014 – Arrival**

Tavacı Recep Usta Restaurant

<http://tavacirecepusta.com/subeler/izmir-alsancak-restaurant/>

Atatürk Caddesi No:364 Alsancak

## **Day 1, 24<sup>th</sup> of March 2014**

09:00-09:15	<p><i>Welcome</i></p> <p>BAKAY Emin, EGECED, TR</p> <p><i>Organisational information</i></p>
09:15-11:15	<p><b>WP 5 - Analysis of transfer potentials and needs</b></p> <p>✓ <i>Presentation of each partner organisation WP 5</i> Results from the questionnaires and interviews – with a special focus on the items:</p> <ul style="list-style-type: none"><li>- Profiles of the respondents</li><li>- Perspectives of teachers/trainers</li><li>- Perspectives of other relevant respondents</li><li>- Conclusions and Recommendations</li></ul> <p>(20 minutes max per partner)</p> <ul style="list-style-type: none"><li>• Partners from AT, BG,DE, FI, NL and TR</li></ul>
11:15-11:30	<p><i>Coffee break</i></p>
11:30-13:00	<p><b>WP 5 - Analysis of transfer potentials and needs</b></p> <p>✓ <i>Conclusion from the questionnaires and interview results regard to the School Inclusion and Cessit Products</i></p> <p>This results are used as a basic we have to work on during the afternoon-session and start into WP 6</p> <ul style="list-style-type: none"><li>• Nadja Kügerl, AT</li><li>• All partners – Points of view and aspects</li></ul>

	from IT and PT
13:00-14:30	<i>Lunch</i> (Restaurant nearby the meeting place)
14:30-17:30  (Coffee break as required)	<p><b>WP 6 - Adaption – Development – Transfer</b></p> <ul style="list-style-type: none"> <li>✓ <i>Select contents and modules from both training programmes according to the needs and requirements identified in the analysis phase of WP 5</i></li> <li>• <i>The afternoon-session has to be organized by BBW, DE .... together with all partners</i></li> </ul> <p>The main aim of this work package is the adaptation of the existing outputs and materials from the School inclusion and the CESSIT project according to the requirements and needs identified during the analysis phase in WP 5.</p> <p>For this reason the single elements of the two training programmes:</p> <ol style="list-style-type: none"> <li>a) Curriculum descriptions</li> <li>b) Modules</li> <li>c) Learning outcomes</li> <li>d) Examples and illustrations</li> <li>e) Support tools, references and publications</li> <li>f) Trainer guidelines</li> </ol> <p>should be adapted by the project partners under the co-ordination of</p> <ul style="list-style-type: none"> <li>- IT (for the School Inclusion Project)</li> <li>- PT (for the CESSIT Project)</li> </ul> <p>to national transfer versions for AT, DE, BG, FI, NL and TR</p> <p>Moreover each partner country should also select an individual and appropriate combination of modules and contents from both training programmes and have so the possibility to develop a relevant and suitable training programme for the target group in the different VET sectors:</p> <ul style="list-style-type: none"> <li>• Project partners envisaging and supporting VET teachers and trainers in a dual apprenticeship VET system will have the possibility to emphasise more the contents relevant especially for VET trainers from involved companies in initial VET processes (creativity, entrepreneurship, communication and its functions to recognise and prevent drop out from initial VET)</li> <li>• Partners with more school based initial VET systems should have the possibility to emphasise more the competences</li> </ul>

	<p>needed in initial VET schools (eg. educational evaluation and early school leaving prevention, teaching methods etc.).</p> <p><u>The goal of the afternoon session should be:</u> Taking account the various requirements a common structure is created and a STAY IN workflow is developed. A time schedule is available. The single elements of the two training programmes are inspected and the materials are specified.</p>
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## **Day 2, 25<sup>th</sup> of March 2014**

08:30-09:30	<p><b>WP 4 - Exploitation and Sustainability of results</b></p> <ul style="list-style-type: none"> <li>✓ Presentation of the outcomes on the Stakeholder analysis for the partner countries</li> <li>✓ Presentation of a draft-defined strategy how the STAY IN product and the approach can be maintained in the national VET systems after the project support for its transfer has ended</li> </ul> <ul style="list-style-type: none"> <li>• Ellen Verheijen, NL</li> </ul>
09:30-10:15	<p><b>WP 3 – Dissemination of results</b></p> <ul style="list-style-type: none"> <li>✓ Presentation of the STAY IN dissemination strategy Dissemination materials in development</li> </ul> <ul style="list-style-type: none"> <li>• Francesco Picone, IT</li> </ul> <ul style="list-style-type: none"> <li>✓ STAY IN Webpage</li> </ul> <ul style="list-style-type: none"> <li>• Michaela Meier, AT</li> </ul>
10:15-10:55	<p><b>WP 2 – Quality assurance</b></p> <ul style="list-style-type: none"> <li>✓ Quality management handbook</li> <li>✓ 1<sup>st</sup> Evaluation of activities and project meeting</li> </ul> <ul style="list-style-type: none"> <li>• Rui Monteiro, PT</li> </ul>

10:55-11:30	<p><b>WP 1 – Projectmanagement and coordination</b></p> <ul style="list-style-type: none"> <li>✓ Administrative issues</li> <li>✓ Financial issues</li> <li>✓ Deadlines &amp; next steps ...</li> </ul> <p>Set deadlines for the next steps in the project and distribution of tasks and deadlines for the next steps of Workpackage 1-8 - Arrangement 3<sup>rd</sup> meeting</p> <ul style="list-style-type: none"> <li>✓ Establishment of common rules on communication between the partners</li> <li>• Michaela Meier, AT</li> </ul>
12:00-18:00	<ul style="list-style-type: none"> <li>• <i>Departure from the Hotel – Social program Tour to Ephesus</i> <a href="http://en.wikipedia.org/wiki/Ephesus">http://en.wikipedia.org/wiki/Ephesus</a></li> </ul>

**Dinner:** Sahil Restaurant

It is a fish restaurant. We can discuss during the meeting.