

ERASMUS+ PRINTEL PROJECT

585760-EPP-1-2017-1-AM-EPPKA2-CBHE-JP

“CHANGE IN CLASSROOM: PROMOTING INNOVATIVE TEACHING & LEARNING TO ENHANCE STUDENT LEARNING EXPERIENCE IN EASTERN PARTNERSHIP COUNTRIES”, PRINTEL

Coordination meeting

University of Porto, 16 June 2018

PRINTEL IMPORTANT DEADLINES (Jul – Dec 2018)

Part-1	Ongoing Activities
02 Jul 2018 16 Jul 2018	Activity 1.1. TSDC best practice report with recommendations Submission of the institutional TSDC best practice reports by KU Leuven and U.PORTO Submission of the final aggregated TSDC best practice report by UB
02 Jul 2018	Activity 1.2. Need analysis report on training and equipment 2 missing reports to be submitted by ISU and TeSaU
29 Jun 2018 10 Jul 2018	Activity 3.1. ToR VATL portal Circulation of the final VATL ToR by BSU among PC partner HEIs for approval by their network administrators Approval of the VATL ToR by 9 PC partner HEIs
Part-2	Planned Activities for Fall 2018
10 Jul 2018 16 Jul 2018 15 Oct 2018	Activity 1.3. TSDCs operational plans with set of training courses & services Submission by LiU of the ToR/Guidance Document for development of the TSDCs operational plans (structure, contents, etc.) Nomination of members & the head of the Work Teams to develop TSDC Operational plans by 9 PC partner HEIs Development of the new TSDC Operational Plans by 9 PC partner HEIs
25 June 2018 02 Jul 2018 09 Jul 2018 16 Jul 2018 20 Aug 2018 05 Sep 2018 2 months before the start of the training 2 Weeks before the start of the training 17 Dec 2018	Activity 1.5. Capacity building of TSDCs' trainers Submission to EU partners the topics of demanded “training of trainers” (ToT) courses by project coordinator Submission of topics/names and training dates of the ToT courses by 5 EU partners Submission of course abstracts (1-2 pages) by 5 EU partners Nomination of trainers of the ToT courses by 5 EU partner HEIs Submission of the detailed training program (course syllabus) by 5 EU partners Nomination of trainees for ToT courses (names of participants) by 9 PC partner HEIs Purchasing the air tickets by 9 PC partner HEIs Submission of training kits/packages/materials (PPP + textbook + workbook, etc.) by 5 EU partners Conducting the ToT trainings by 5 EU partner HEIs
24 Dec 2018	Activity 3.2. Software solution for VATL portal

	Development of software for VATL portal by WG.3 (BSU, YSU, NPUA, GTU, KU Leuven)
17 Sep 2018	Activity 6.2. Project first E-newsletter Preparation of the PRINTeL 1st E-newsletter by BrSTU and FHJ
17 Sep 2018	Activity 6.3. Press conferences and interviews Conducting at least 1 press conferences and/or interviews with mass media by 9 PC partner HEIs
Part-3	Project Management
02 Jul 2018	Submission of UB and U.PORTO travel supporting documents (ITRs, tickets, invoices/receipts, boarding passes, etc.) by all participants
02 Jul 2018	Submission of all PPPs (presentation materials) to the coordinator for posting on PRINTeL website by UB and U.PORTO
09 Jul 2018	Submission of the links of the information about UB and U.PORTO events posted on the institutional websites by all 15 project partners
02 Jul 2018	Dissemination of online feedback survey e-forms on UB and U.PORTO events by 2 host institutions (UB and U.PORTO)
10 Jul 2018	Online evaluation of the UB and U.PORTO events by all participants
23 Jul 2018	Submission of the evaluation reports by UB and U.PORTO
17 Sep 2018	Submission of PRINTeL project's institutional dissemination plans (planned dissemination activities per PC partner) for the period of Sep 2018 - Sep 2020 by 9 PC partner HEIs