

UP2B - 1st Transnational Meeting
Porto, PORTUGAL, 13th- 14th February 2020
AGENDA (draft version)

Thursday, 13th February 2020

Venue: Associação ACREDITAR do Porto, Rua Académico Futebol Club, 364, 4200-602 Porto – PORTUGAL

Welcome & Introduction			
09:45 – 10:00	15 min	Welcoming of Partners and Useful Information about the Meeting Reviewing of the Agenda	APLOAD
10:00 – 10:45	45 min	Presentation of participants and of Partners' Institutions (5 min. presentation per partner)	All Partners
Administration			
10:45 - 11:05	20 min	General Overview of the Project	APLOAD
11:05 - 11:20	15 min	Coffee break	
11:20 - 12:05	45 min	Grant Agreement in-depth analysis	NA/APLOAD
12:05 - 12:35	30 min	WP0 - Project Management Package and Actions: Gantt Chart applicable changes; Communication Plan; Physical and Financial execution - debate	APLOAD
12:35 – 13:00	25 min	IO1 kick-off – School & Job Community of Practice (CoP) and Active Repository of Teaching Tools - debate	APLOAD / ÇU
13:00 - 14:30	1:30 h	Lunch break	
Implementation: IOs & Partners' responsibilities over them			
14:30 - 14:55	25 min	IO2 kick-off – School & Job – Matching Handbook - debate	APLOAD
14:55 – 15:10	15 min	IO3 overview – 'Boost Up Your Class' – Citizenship & Job – Pills Activities - debate	K&C
15:10 – 15:25	15 min	IO4 overview – 'Boost Up Your Class' – Citizenship & Job – e-Pills Activities - debate	UPorto
Implementation: Cross-cutting Work-Packages			
15:25 – 15:45	20 min	WP1 – M&E and Quality Assurance	CETEM
15:45 – 16:05	20 min	WP2 – Dissemination & Visibility	Rigas Skola
16:05 - 16:20	15 min	Coffee break	
16:20 – 16:40	20 min	WP3 – Stakeholders Involvement	CK
16:40 - 19:00	2:20 h	Free time	-
19:00		Meeting for Social Dinner	-

Friday, 14th February 2020

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Implementation: Cross-cutting Work-Packages (Cont.)			
9:45 – 10:05	20 min	WP4 – Incorporation by 3 rd Parties & Sustainability	BrainLog
10:05 – 10:25	20 min	WP5 – Horizontal Domains	Terras Dentro
Planning			
10:25 - 10:40	15 min	Date for the next skype conference Date for the next Transnational Meeting/ Requirements for the meeting	All Partners
10:40 - 10:55	15 min	Revision of Table of Tasks for the upcoming period	APLOAD
10:55 – 11:05	10 min	Evaluation of the meeting	CETEM
11:05 - 11:10	5 min	Delivery of Certificates	APLOAD
11:10		Coffee break & close of meeting's business	
Farewell & Departure of some partners			
Lunch and Social-Cultural Activities for the remaining partners			