

Agenda of the 4th project meeting of GuideMe!

Where? Academy of Management, ul. Gdańska 121, 90-519 Łódź, room 3.



When? 18-05-2011 9.30-17.30
19-05-2011 9.00-17.00

IMPORTANT INFORMATION: Please keep your boarding passes for the reporting, they are a proof for the national agency that you actually took part in the meeting!!! And please keep also all other bills, like public transport means bills.

May 18, 2011

<i>Check-in, welcoming</i>	<i>09.30-10.00</i>
Program of the up-coming meeting – Karin Steiner (abif)	10.00-10.30
Up-date on so far fulfilled project activities, fulfillment of project milestones (+ questions, discussion) – Karin Steiner (abif)	10.30-11.00
Results of the 3 last project partnership evaluations during meeting 1+2, lessons learned (+ questions, discussion) – Ruth Kasper (abif)	11.00-11.30
<i>Coffee Break</i>	<i>11.30-12.00</i>
Presentation of valorisation workshop evaluation results (+ questions, discussion) – Marta Kędzia (Academy of Management)	12.00-12.30
<i>Lunch Break</i>	<i>12.30-14.00</i>
<i>Study visit in Łódź (Headquarters of the Voluntary Labor Corps)</i>	<i>14.30-17:30</i>
<i>Final GuideMe! dinner together</i>	<i>19.00-21.00</i>

May 19, 2011

Focus group on the valorization phase in all partner countries – Moderation: Ruth Kasper (abif), discussion among all partners	9.00-11.00
<i>Coffee Break</i>	<i>11.00-11.30</i>
Discussion on sustainability of product and of partnership after GuideMe! – Moderation: Karin Steiner (abif), discussion among all partners	11.30-13.00
<i>Lunch Break</i>	<i>13.00-14.30</i>
Final reporting: documentation of dissemination activities, questions – Karin Steiner (abif)	14.30-15.30
Final project milestones, final project tasks	15.30-17.00

Further information:

Karin Steiner, mobile number: 0043-699-11881667; Ruth Kasper, mobile number: 0043-650-4861657, Office number (Austria): 0043-1-5224873-12

Marta Kędzia, mobile number: 0048-519-08-19-19