

PROGRAM- DRAFT

(Updated 02/09/2013)

Kuopio, 7-8th November 2013

Thursday, November 7th

- 09.00 Meeting at auditorium, Presidentinkatu 3
- 09.30 Welcome session
- Host welcome *Mr. Markku Jokela*
Savo Consortium for
Education
- Personal introductions *Every Partner*
- 10.00 Overview of the Transfer of Innovation one2one *Mr. Antonio Mir*
- 10.15 Meetings calendar. Proposal *Mrs. Mariamar Cervantes*
Work Packages. Introduction
- 10.45 Coffee break
- 11.15 **Workshop 1: Project Management (1)**
- Aims and objectives *Mrs. Mariamar Cervantes*
- Project Contract
- Work Plan
- Project results
- Valorisation
- 12.30 Lunch at Staff canteen Aronia
- 13.30 Conference room Karpalo
Workshop 2: Technical Management *Mr. Antonio Mir*
- Steps in the project
- 14.15 Coffee break
- 14.45 **Valorisation Plan:** *Mrs. Mariamar Cervantes*
Dissemination Exploitation and Sustainability
Visual Identity
- 15:30 **Quality Assurance:** *Mrs. Mariamar Cervantes*
Monitoring and Evaluation
Interim Report
Final Report
- 16.00 End of the first day
- 19.00 Dinner



Friday, 8th November

- 09.00 Meeting at auditorium, Presidentinkatu 3
- 09.15 **Workshop 3: Project Management (2)** *Mrs. Mariamar Cervantes*
- Budget. Reporting periods
 - Financial documents and reports
 - Practical example
- 10.45 Coffee break
- 11.15 **Workshop 4: Finnish Educational System**
- Ecvet
- 12.30 Lunch
- 13.30 **Workshop 4 continues**
- Validation of non-formal and informal learning
- 15.00 Coffee break
- 15.30 Last announcements
Meeting evaluation
Questions and suggestions
- 16.00 End of the second day
Free time
- 19.00 Dinner

Breakdown of prices

Partners must pay hotels directly.

