

## AGENDA

### Partners Project Meeting –Istanbul, Turkey

Wednesday, 5<sup>th</sup> of June 2013

<b>Location: BEYKOZ DOGA CAMPUS/LEGEND HOTEL</b>	
<b>10:00- 10:15</b>	<p><b>Brief conversation about the purpose of the project monitoring.</b> Beata Znoj</p>
<b>10:15- 11:30</b>	<p><b>Presentations of the partners related to the roles and tasks of the partners in SUSTAIN Project to present</b></p> <ul style="list-style-type: none"> <li>• what has been achieved so far</li> <li>• budget spent</li> <li>• which outputs have been produced,</li> <li>• how the partners relate to the original work plan and objectives ( 15 min ppt presentation)</li> </ul> <p style="text-align: right;">All Partners</p>
<b>11:30- 11:50</b>	<b>Coffee Break</b>
<b>11:50- 13:00</b>	<p><b>Sharing the results of “Approbation with the Teachers” seminar in TR, BG &amp;IT</b></p> <p style="text-align: right;">All Partners</p>
<b>Lunch</b>	
<b>14.00- 17:00</b>	<p><b>Bilateral meeting with the project officer and coordinator</b></p> <p style="text-align: right;">Beata Znoj and Zuhall Y. Dođan</p>

**Thursday, 6<sup>th</sup> of June 2013**

<b>Location: LEGEND HOTEL</b>	
<b>09.30- 10:30</b>	<p><b>Defining the content and structure of project booklet</b></p> <ul style="list-style-type: none"> <li>• Task allocation among partners to shape the Project Booklet</li> <li>• Proposing the GPs from partner countries to create the Project Booklet</li> </ul> <p style="text-align: right;">All Partners</p>
<b>10:30- 10:50</b>	<b>Coffee Break</b>
<b>10:50- 12:00</b>	<p><b>Evaluation of the Test Implementation Phase of the Project</b></p> <ul style="list-style-type: none"> <li>▪ Planning the GPs Compendium and revising the selected LPs from partner countries</li> <li>▪ Discussing the numbers of the tested LPs and their evaluation</li> </ul>
<b>12:00- 12:30</b>	<p><b>Updating the SUSTAIN website &amp; platform</b></p> <p style="text-align: right;">RO Partner</p>
<b>12:30- 14:00</b>	<b>LUNCH</b>
<b>14:00- 15:00</b>	<p><b>Discussing the dissemination and exploitation activities.</b></p> <ul style="list-style-type: none"> <li>• 2nd issue of SUSTAIN Newsletter including the results of ITTC</li> <li>• School Notifications</li> <li>• Links with the running projects</li> <li>• Uploading the TTC to the Comenius Catalogue</li> <li>• Planning the 2<sup>nd</sup> dissemination leaflets (multilingual)</li> </ul> <p style="text-align: right;">All Partners</p>
<b>15.00- 15:20</b>	<b>Coffee Break</b>
<b>15: 20- 16:30</b>	<p><b>Dissemination Seminars in partner countries</b></p> <ul style="list-style-type: none"> <li>• Planning the dissemination events</li> <li>• Dates and content of the dissemination seminars in partner countries</li> </ul> <p><b>BIENNIAL</b></p>

	<ul style="list-style-type: none"> <li>• Preparations for the BIENNIAL, deadline for collecting Biennial products.</li> <li>• Discussing the venue and date of the biennial</li> <li>• Planning the organization of biennial</li> </ul> <p style="text-align: right;">All Partners</p>
<b>16:30- 17:00</b>	<p><b>Financial and administrative issues.</b></p> <ul style="list-style-type: none"> <li>• Feedback on 2nd Interim Report and recommendation for the final report of the partners</li> <li>• Preliminary feedback</li> </ul> <p style="text-align: right;">Beata Znoj and Zuhay Y. Doğan</p>
<b>17:00- 17:30</b>	<p><b>Question and answer sessions</b> <b>Evaluation</b></p>

**Friday, 7<sup>th</sup> of June 2013**

<b>Location: LEGEND HOTEL</b>	
<b>10.00- 13:00</b>	<b>Observation/Participation in the International Teacher Trening Course</b>