

“Sharing Ideas for Enhancing Intercultural Mediation Skills”

Num. 2016-1-IT02-KA204-024369

ERASMUS + KA204 – Strategic Partnership for Adult Learner



Final Project Management and Implementation Meeting

London 2nd August 2017

Start 09:30 – End 17:30

Venue: Guildhall – City of London

London EC2V 7HH

Logistics Info

The meeting will take place in the North Wing of the building, go to reception and sign in and one of us will come to take you to the meeting room.

See Attachment 1 _ Pdf Map and Address of Venue

2nd August- Working Programme

Time	Subject/activity	Lead
09:30	Welcoming- Logistics info	CoL
09:45-10:30	Feedback on Mobility evaluation and state of the arts of the Follow up	CoL and abn
10:30-11:00	Overview on projects Deliverables Plan and last steps	Abn
11:00-11.30	Review of collated report on status of int.mediation profiles/training and Competences Gap	Abn and all
11:30-11:45	Coffee Break	All
11:45-13:00	Road Map →Competence Profile and Training Programme (collective work on Drive)	Esmovia and all
13:00-14:30	Lunch break	All
14:30 – 16:00	Overview and presentation of the missing deliverable:	

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	<ul style="list-style-type: none">-Dissemination plan (abn)-Quality plan (abn)-Quality Report (to be planned)- Website (anb)-Newsletter final (abn)	
16:00-17:00	Financial Report Presentation of deadline, documentation to provide, templates etc.	abn