

Kick-Off-Meeting Dia-Cvet



06.10.2020

online

Time	Content	Who
09:00	DIA-CVET at a glance: work plan, milestones, work packages (IO), deliverables, etc.	Andreas (ITB)
09:45	basic questions & answers; discussion	All
10:30	Coffee	
10:45	Financial management & administration: payments, audit, timesheets, travel reports, etc. (general & project specifics)	Andreas (ITB)
11:15	Financial management & administration: doubts, questions, discussion and answers discussion	All
11:30	Advisory board; confirmation resp. update of members	ISC/PFI TUIASI/CTCP
11:45	Logo, project-webpage	Andreas (ITB)
12:00	End 1 st day	

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Time	Content	Who
9:00	Summary of day 1	Andreas (ITB)
9:15	IO 1 (Validation of CVET spheres of activity and Learning station analysis): Method, potentials and limitations	Andreas (ITB)
9:45	IO 1 (Learning station analysis): questions and answers	All
10:15	IO 2 (RPL): Possible approaches	CTCP
10:45	IO 3 (manuals): Preliminary thoughts, potential limitations, guidelines & discussion, DESIGN RULES!	ISC
11:15	Coffee	
11:30	Dissemination & IO 8 (exploitation): Dissemination plan & discussion AoB	Andreas (ITB)
12:00	End of meeting	