

538512-LLP-1-2013-NO-COMENIUS-CMP

RECIPE PROJECT MEETING COPENHAGEN 2014 **March, 30th - April, 2nd**

FINAL AGENDA

DATE	TIME	ACTIVITY	Responsible	
Sunday March, 30		Travel day. Pick up arrangements to be settled when we know the different arrival times → Installation at Ascot Hotel http://www.ascot-hotel.dk/		
	??	DINNER (individual arrangements?)		
Monday March, 31	09.00	Meeting starts at hotel Ascot → Welcome by hosts → Opening and flow of project work at the meeting by P1 (chair/writer of minutes, agenda, objectives for meeting) → Final adoption/'signing' of Thessaloniki Minutes	P1 Britt-Mona	
	WORKING SESSION 1			
	09.30	WP 4 Evaluation of Thessaloniki meeting <ul style="list-style-type: none"> ▪ P3 sums up and presents results ▪ Comments from partners ▪ P3 sums up discussion – Amendments for next evaluation? 	P3	
	ca. 10.00	WP 1 STATE-OF-ART → CASE STUDIES <ul style="list-style-type: none"> ▪ General comments from P4 on what has been produced ▪ Short presentation of partners' SoA (10 min each, questions/comments from partners included). → Focus points: <ol style="list-style-type: none"> 1. Partner RECs current work related to ESL 2. Framework for Case Studies 	P4	
	11.00	Coffee break		
	11.30	STATE-OF-ART → CASE STUDIES <ul style="list-style-type: none"> ▪ Continuing ▪ Further actions (e.g. "Best practice DVDs") 	P4	
	12.00	WP 3 GENERAL PROJECT MATTERS <ul style="list-style-type: none"> ▪ Meeting dates (Almada + Ennis (Spring 2015)) ▪ Feedback from Brussels (Per) ▪ Mail routines 	P1 Britt-Mona	
	12.30	LUNCH at <i>Café Il Peccato</i> - www.il-peccato.dk		
	WORKING SESSION 2			
	14.00	WP 2 COURSE 1 <ul style="list-style-type: none"> ▪ Status ▪ Input from partners 	P2 +P5	

			<ul style="list-style-type: none"> Further actions 	
	15.00	What-When-by Whom?	<ul style="list-style-type: none"> Checking and updating in national groups the matrix for deliverables in each partner's WP → to be completed and shared Wednesday 	P1
	15.45		<ul style="list-style-type: none"> → Summing up Day 1 of meeting → Information about Day 2 → going to Albertslund 	P1+P2
		FREE TIME		
	20.00	DINNER at Restaurant <i>Madklubben</i> - http://www.madklubben.dk/vesterbro		
Tuesday April, 1	08.30	Departure from Hotel to Central station. S-train to Albertslund		
	09.30	Visiting Albertslund 10th grade school Guided tour at the school NB! Observation points → group/plenary reflection at the end of the visit in Albertslund (IGP)		
	10.30	About Albertslund		
	11.00	Meeting the Mayor, Steen Christiansen		
	11.30	RECIPE Case studies from Albertslund		
	12.30	LUNCH at the Production High School		
	13.30	Guided tour at the Production High School		
	15.00	IGP-work (at the Production School)		
	15.45	Back to hotel		
		FREE TIME		
	18.00	Visiting CHRISTIANIA – a district in Copenhagen http://www.visitcopenhagen.com/copenhagen/christiania		
20.00	DINNER at <i>Spiseloppen</i> – a restaurant in Christiania http://www.visitcopenhagen.com/copenhagen/spiseloppen-christiania-gdk436457			
Wed.day April, 2	09.00	Day 3 of meeting starts at Hotel Ascot. - Flow of day and necessary information		
		WORKING SESSION 3		
	09.15	WP 5 DISSEMI- NATION	Web - Lay-out and contents <ul style="list-style-type: none"> Presentation and explanation of current site Brainstorming/questions → Input for additions or changes Further actions Facebook <ul style="list-style-type: none"> Ideas ? → Further actions General dissemination matters <ul style="list-style-type: none"> Reporting Relevant dissemination activities 	P5-João P1-Einar

	10.00	WP 1 FINANCES	<ul style="list-style-type: none"> ▪ Update ▪ Questions? 	P1 Einar
	10.30	<i>Coffee break</i>		
		WORKING SESSION 4		
	11.00	What-When-by Whom?	<ul style="list-style-type: none"> ▪ Continue updating in national groups for deliverables each partner is responsible for ▪ Plenary sharing NB!! Upload document (word or excel) in Fronter → will be put together in a shared document and re-uploaded	P1 (Steve)
	12.00	Summing up the working sessions of the meeting → The meeting's objectives → Future actions before next meeting		P1 Britt-Mona + chair
	12.30	Traditional Danish LUNCH at Restaurant <i>Sorgenfri</i>		
	14.00	Canal tour Visiting Nyhavn ("Newport")		P2
	16.00	Back at hotel		
		FREE TIME		
	18.00	Visiting Nørrebro – a district in Copenhagen. Guided tour		
	20.00	FAREWELL DINNER Restaurant Manfreds & Vin		P2
Thursday April, 3		Return travel day - arrangements to be settled when we know the different departure times Irish and Greek participants going to LEGO for a study Visit		