Transnational meeting

8th – 11th September - Barcelona

AGENDA

# Thursday 8th September – afternoon evening

**Steering committee FTF**

# Friday 9th September – 9.00 17.30

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| **9.00**  **10.30** | **Project overview**   * **Results of the expectations for TM3** * **Results of the second interim report** (communication from SAMO and comments from NA) * Situation about the GANTT chart * Identification of gaps and risks * Check-lists of TM2 : situation * Round table with partners for feedback on the present situation | | SAMO | |
| **Coffee break** | | | | |
| **10.45**  **13.00** | | **Project management**   * **Changes to be done in relation with the second interim report** especially financial matters * Next report of end of September * Discussion about the final report in order to anticipate * Implementation report * Decisions and next steps | SAMO  PE | |
| **Lunch** | | | | |
| **14.00**  **15.45** | | **O3 – Comparative survey**   * GANTT/timescales and link to project GANTT * **Survey 1 – Results and discussions** * Survey 2 – Situation – discussion with partners about the questionnaire – proposal about delivery timescales * Target groups – situation and validation * **Social media** : what for? National FACEBOOK – general LINKEDIN – general TWITTER * Decisions and next steps | | NAS |
| **Coffee break** | | | | |

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| **16.00**  **17.00** | **C2 – Sweden**   * GANTT/timescales and link to project GANTT * **TP transfer :** **workplan for follow up/coaching** * Validation of the participants – eventual questions * Evaluation : expectations/satisfaction - certification * Requirements - questions | TP |
| **17.00**  **17.30** | **05** **– Course (HIPE)**   * **Situation in relation with TM2 : first draft** * What each partner needs to do * Decisions and next steps |  |

# Saturday 10th September – 9.00 17.30

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| **9.00**  **10.15** | **Valorisation and dissemination**   * **SWOT : project one and national ones** * Situation about social media * **Valorization activities and tools- First Results** * Dissemination lists and strategy per country * Identification of key events for the next months * Sectorial/geographical impact in each country to be defined with **quantitative/qualitative indicators** * **Steering committees** * Decisions and next steps | PE |
| **Coffee break** | | |
| **10.30**  **11.45** | **Workshop Valorisation**  Objective : update of the valorisation activities   * Animation – moderation of the social media per country and of the general one * Completion of national SWOTs - 1 * Indicators * Target groups per country (searchers, decision-makers, professionals involved in transition phase, groups of young adults with autism) * Communication tools : What? Who? When? | all |
| **12.00**  **13.00** | **01 - Website and Platform**   * GANTT/timescales and link to project GANTT * **What is required per partner** - update * Identify information needed from partners Social media – requirements/actions * Ideas and suggestions (eventual improvements or/and changes) * Decisions and next steps | IMKT |
| **Lunch** | | |

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| **14.30**  **16.00** | **04 - Innovation guide**   * GANTT/timescales and link to project GANTT * **First detected innovation** * Social media : what is requested and how * WEB research for US and Canada (Amy?) * Identification of what is required from which partner * Decisions and next steps | | PE |
| **Coffee break** | | | |
| **16.15**  **17.00** | **Recap actions agreed**  **Diverse**  **and next steps** | | Steffi  PE |
|  | **1700** | **End of the meeting (indication only)** |  |