

Meeting agenda

Graz – 19th of November till 20th of November 2009

PROJECT DICOMP- Transfer

1) Basic Information

Location of accommodation:

Hotel Europa Graz

Hotel Europa Graz GesmbH. & Co KG
A-8020 Graz, Bahnhofgürtel 89
FN 8518 b, Firmenbuchgericht HG Wien, Sitz: Wien
Tel.: +43-316-7076-601, Fax: +43-316-7076-606
e-mail: reservierung.europa.graz@austria-trend.at
Visit our homepage: <http://www.austria-trend.at/Hotel-Europa-Graz/>

Location of the meeting:

Bfi Steiermark, Bildungszentrum Graz West

Eggenberger Allee 15
8020 Graz, Austria

Contacts

Michaela Meier :
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Payments:

- Please keep in mind to save all your receipts (travel, accommodation, dinner, beverages).
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Participants:

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|----------------------------|-------------------------------------|
| Marian Tzankov | Assist Net, Bulgaria |
| Alexis Gizikis | e-ISOTIS, Greece |
| Maureen Lawton | Lawton School, Spain |
| Eddie Lawton | Lawton School, Spain |
| Jaroslav Urbanski | Harpo, Poland |
| Aleksandra Cebernik | Harpo, Poland |
| M. Kaan KOCALI | Six Point Association (SPA), Turkey |
| Nurettin DELiKTAS | Six Point Association (SPA), Turkey |
| Roger Wilson-Hinds | Screenreader.net, UK |
| Tim Carrington | Screenreader.net, UK |
| Michaela Meier | bfi Steiermark, AT |
| Claudia Hack | bfi Steiermark, AT |
| Anita Lerch | bfi Steiermark, AT |

These colleagues will join us at the meeting:

19th of November:

On behalf of the external evaluator:

Cornelia Kulmer

Verein Auxilium

www.auxilium.co.at

20th of November

On behalf of the National Agency:

Astrid Terreng

LEONARDO DA VINCI Innovationstransfer, Multilaterale Projekte & Netze

Nationalagentur Lebenslanges Lernen

www.lebenslanges-lernen.at

Meeting Agenda

1st Transnational Meeting
19th - 20th of November 2009, Graz

Wednesday, 18th March 2009 – Arrival

07:00 p.m.: meeting the participants at the hotel reception; Dinner is organised at a place very near to the meeting place at a typical **Styria-restaurant “Rudolf”**. We will go there together.

07:15 p.m.: Dinner

Day 1, 19th of November 2009

08:30 a.m: Pick up at the hotel and take you to the bfi Steiermark

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| 09:00-09:30 a.m. | Welcome Information about the project meeting as well as presentation of the project – Overview of the contents, objectives, workpackages - bfi Steiermark, Michaela Meier / Claudia Hack |
| 09:30-12:00 a.m. | Presentation of each partner organisation, in connection with the contents and objectives of the project workpackages (20 minutes max) - all Partners |
| 12:00-02:30 p.m. | Lunch |
| 03:00-03.45 p.m. | External Evaluation approach - Auxilium / Cornelia Kulmer |
| 04:00-05:00 p.m. | Administrative issues (activity report ...) and deadlines for the project, Wrap-Up - bfi Steiermark, Michaela Meier / Claudia Hack |

- After a hard meeting day and maybe a little sight-seeing walk round the famous old city of Graz, we would like to invite you for “Chestnuts & Junker”. Junker is the youngest wine offered and very typical for Styria.
- We have reserved a table for all participants for dinner at this typically Styrian restaurant (at Glockenspielplatz 2-3) – **7:00 p.m.**

The place offers typically Austrian dishes and international cuisine at moderate prices.

www.gloecklbraeu.at

Day 2, 20th of November 2009

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| 09:00-11:00 a.m. | Expected results of the projects – Set deadlines for the drafts on the results 1 – 13 (project webpage, adopted language-specific versions of the screen reader, user manual, speech synthesizer, tutor training, information campaign, newsletter ...) Time to address questions to Screenreader.net – developer of “Thunder” – free screen reader - all partners |
| 11:00-01:00 p.m. | Administrative and Financial Aspects of LDV Transfer of Innovation Projects 2009 – Workshop - LEONARDO DA VINCI national agency, Astrid Terreng |
| 01:00-02:30 p.m. | Lunch |
| 02:30-3:00 p.m. | Arrangement 2 nd meeting wrap-up - bfi Steiermark, Michaela Meier / Claudia Hack |
| 03:00 p.m. | Farewell |