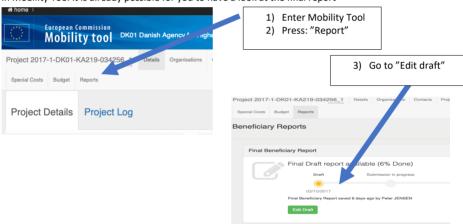
Tasks for the last Transnational project meeting in Faro, Portugal from 1 April to 5 April 2019

Tasks to be done:

- Shared and individual work on "Final Beneficiary report in Mobility tools
- Shared work on final update of Twinspaces
- Issuing of Europass.

The Final Beneficiary report:

In Mobility Tool it is already possible for you to have a look at the final report



I have also made a copy in to a google docs:

https://docs.google.com/document/d/1YZIWkKyJnZH06bJObNgLcDyLS6B mwkg-gLw2o2e94/edit?usp=sharing

We will be working on this report at the meeting.

Suggestion for program in Faro

Monday 1 April: Travel day, arrival and dinner in the evening

Tuesday 2 April: Project work

8.30: Welcome and introduction of the work schedule (Peter & Anders)

9.00: Introduction to "Final beneficiary report".

- The differences and similarities between the version for the coordinator (Denmark) and participants (Germany, Portugal, Norway, Finland)
- Suggestion on how to integrate the two versions? (group work in Google docs)
- 9.30-12.30: Work in groups with section 1-4 in "Final beneficiary report" in coordinator version 1) Context 2) Project summary 3) Description of project 4) Project management

12.30 - 13.30: Lunch break

13.30-16.00: Project work and general discussion – insert in the national report for participants. Finishing part 1-4

Wednesday 3 April

9.00: Status

9.30: Work in groups with section 5-8 in "Final beneficiary report" in coordinator version 5) Implementation 6) Follow up 7) Budget 8) Annex

12.30 - 13.30: Lunch break

13.30 -16.00 Project work and general discussion – insert in the national report for participants. Finishing part 5.-8.

Thursday 4 April

9.00: Status

Kl. 9.30: Last tasks

- Finishing the reports in Mobility tools (National groups)
- Updating Twinspace
- Kl. 12.30: All the work is done time for celebration!

14.00: We would like to suggest spending an afternoon and evening together a nice place ©

Friday: Travel home