

# 2<sup>nd</sup> Transnational project meeting AGENDA

Name of the project title:

**T4T** - Tools4Teaching in Digital Education Settings

Erasmus+ project number:

2021-1-ES01-KA220-ADU-000033654

**TPM2, 05-06 September 2022, 10:00 CET**

**Venue:** The Hague Tech Wilhelmina van Pruisenweg 35, 2595 AN  
The Hague

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PARTNER COUNTRY		ORGANISATION'S ACRONYM	FULL NAME
CO/P1	Spain	DomSpain	DOMSPAIN SLU
P2	Lithuania	EDUPRO	VSI EDUKACINIAI PROJEKTAI
P3	Poland	SAN	SPOLECZNA AKADEMIA NAUK
P4	Netherlands	VIOne	VI One Consultancy
P5	Bulgaria	ARTIED	ARTIED Ltd
P6	Greece	MYARTIST	MyArtist Koin.S.Ep.

## Monday 5<sup>th</sup> of September 2022

<b>10:00</b>	<b>Welcome by the host</b>	VI One Consultancy
<b>10:10</b>	IO1 – Development of Guidelines how to better set up effective group dynamics in online learning environment <b>A1: Designing Guidelines how to better set up effective group dynamics in online learning environment.</b>	VI One Consultancy

<b>11:00</b>	<b>COFFEE/TEA BREAK</b>	
<b>11:20</b>	IO1 – Development of Guidelines how to better set up effective group dynamics in online learning environment  <b>A2: Developing a Resource Library with helpful resources how to maintain effective group interaction in online learning environment.</b>	Artied
<b>12:30</b>	<b>LUNCH</b>	
<b>14:00</b>	IO2 - Development of an interactive data base with hands-on exercises suitable for online teaching environment <b>A1: Creating practical exercises (energisers, warm-up and wrap-up activities) suitable for online learning environment and boosting group dynamics.</b>	DomSpain
<b>15:00</b>	<b>COFFEE/TEA BREAK</b>	
<b>15:10</b>	IO2 - Development of an interactive data base with hands-on exercises suitable for online teaching environment  <b>A2: Organising a series of international webinars to pilot the developed exercises into partner countries</b>	EDUPRO
<b>16:00</b>	<b>END OF DAY 1</b>	

### Tuesday 6<sup>th</sup> of September 2022

<b>10:00</b>	<b>Welcome by a coordinator</b>	
<b>10:10</b>	<b>Dissemination</b> - Social media & project Facebook page - Newsletter - Website	MY ARTIST
<b>10:45</b>	Quality Assurance and Risk Management (QARM) Presentation of templates, discussion -	EDUPRO
<b>11:15</b>	<b>COFFEE/TEA BREAK</b>	
<b>11:30</b>	<b>Sustainability Strategy</b> Presentation of templates, discussion	SAN

<b>12:00</b>	<b>Project Management issues</b> <ul style="list-style-type: none"> <li>- Internal Interim Report</li> <li>- Timesheets</li> <li>- Next Transnational Project Meeting</li> <li>- Financial and administrative issues</li> </ul> Other management issues	DomSpain
<b>13:00</b>	<b>Other issues, questions, comments, certificates</b>	VI One Consultancy
<b>13:30</b>	<b>LUNCH</b>	
<b>14:30</b>	<b>END OF DAY 2</b>	