

PRO-MOTION. Sensitive career management

621491-EPP-1-2020-1-PL-EPPKA3-IPI-SOC-IN

MEETING AGENDA

Host of the meeting: University of Alicante

Location: University of Alicante (Spain)

Building German Bernácer (building number 36 on the enclosed map)

Room GB/1007

Date: 20-21.07.2023

DAY 1

9:30 -10:00h. Official start of the meeting, welcoming words (WSEI + UA) Presentation of aims and detailed schedule of the meeting: discussion about project timeframe and the date of next meeting.

10:00 – 11:00h. Work Package 1 – Project Management and REPORTING: Project management rules, repository of project documents, risk management, works related to interim report – summary of the work done so far.

11:00 – 11:30h. Coffee break.

11:30 – 12:30h. Work Package 2 – Quality and Evaluation: plan, state of works, summary, next tasks – University of Alicante: presentation and lead of the discussion.

12:30 – 14:00h. Lunch break.

14:00 – 16:00. Work Package 3 – PREPARATORY WORKS:

- **Presentation of final version of desk research – CRMC.**
- **Presentation of the final consolidated reports of focus groups and interviews – WSEI.**

Dinner in Alicante. Meeting point at 20:30h in Av. de Ramón y Cajal, 4, 03001 Alicante

(University Headquarters City of Alicante)

Link to Google Maps: <https://goo.gl/maps/z2TJaRbC4BrGY8Lv7>

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DAY 2:

9:30 -10:30h. Work package 4 – Implementation.

- Works done so far – guidebooks for VET advisors and HR (WSEI + CRMC).
- Division of works among partners establishing deadlines.
- Final agreements on the tool structure (PRIOs + all partners).

10:30 – 11:00h. Coffee break.

11:00 – 12:00h. Work Package 5: summary of the dissemination activities done so far by all partners + plans for next months.

- Conference in Rome – detailed plan and task division among partners.
- Events with employers and VET advisors – based on findings of WP3 and forecast of the final project results.
- PRO-MOTION Ambassadors – implementation plan, rules, ideas.

12:00h – 12:30h. Closure of the meeting, certificates.