

**Careers Advice and Pathways to Employment
CAPE PROJECT**

2ND TRANSNATIONAL MEETING

26 & 27 MAY 2016

NICOSIA, CYPRUS

Hosted by Intercollege

AGENDA

Stowarzyszenie Fenix (PL)
Euricon (NL)
EfVET (BE)
Scoala Gimnaziala Nr5 Piatra Neamt (RO)
C.E.C.E. (ES)
Anespo (PT)
Intercollege (CY)
FSZK (HU)
CESIE (IT)



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AGENDA
2ND TRANSNATIONAL MEETING

1st DAY - MAY 26th, 2016		
AGENDA TOPICS		
WHEN	WHAT	WHO
08.30	Depart From: Altius Hotel Lobby – group transportation to Intercollege (UNIC Campus) Meeting Location: Millennium Building at UNIC Campus, Room M115	All partners
09.00 – 09.30	Welcome and Overview of the Agenda: <ul style="list-style-type: none"> • Expectations of the meeting - agreement on the agenda/ Multiplier event • Secretariat duties (attendance list, minutes, certificates etc.) • Logistics of the meeting • Project progress so far 	EURICON & Intercollege
	<i>Workshops will be interactive with a mixture of presentations from work package leaders, discussions and working groups to develop/draft or finalise outputs</i>	
09.30 – 10.30	Workshop 1: WP3 Literature Review Report (IO1) Needs Analysis (IO2) <ul style="list-style-type: none"> • Presentation of results of Literature review and needs analysis investigations • Discussion-what have we learned? What do we know? What can we extract? What is missing? • Conclusions for report 	CESIE
10:30 – 10:45	Coffee Break	In-house
10.45– 12.00	Workshop 2: WP4 Train the Trainer Module (IO4) & Trainer Handbook (IO5) <ul style="list-style-type: none"> • Working group(s) to develop main headlines of training programme, content under main headlines, activities, methods and resources • Working group to discuss structure of 	CECE

	handbook, format, content etc	
12.00-12.30	Prepare for Multiplier Event	All partners
12.30 – 13.30	Lunch	In-house
14.00 – 17.00	MULTIPLIER EVENT <i>See Separate Agenda</i>	
15.30 – 16.30	Coffee Break	
16.30 – 17.00	Closing Remarks	

20:00	Dinner <i>To be arranged by Intercollege</i>	
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2nd DAY – MAY 27th, 2016

AGENDA TOPICS

WHEN	WHAT	WHO
09.00	Meeting Location: ALTIUS Hotel <i>The meeting will take place at the Hotel conference room</i>	All partners
09.00 – 09.15	Review and Evaluation of Multiplier Event	EURICON & Intercollege
09.15 – 10.30	Workshop 3: WP5 Curriculum Framework (IO6) & Handbook of resources (IO7) <ul style="list-style-type: none"> • Presentation of ideas for structure/format of curriculum framework • Discussion/share links set up with careers services & careers resources • Working group(s) to develop content/resources of curriculum framework • Working group(s) to develop structure/resources for Handbook 	Intercollege
10:30 – 10:45	Coffee Break	In-house
10.45– 11.30	Workshop 4: WP 7 Website (IO9) <ul style="list-style-type: none"> • Presentation of website • Agree logo • Discuss format for IO4/IO6 on e-platform 	Fenix
11.30 – 12.00	Workshop 5: WP6 <ul style="list-style-type: none"> • Share employer links & methods to engage with employers. What are the pitfalls/ What do teachers need to be aware of? Recommendations? • How do we capture evidence of networks/forums? 	Anespo
12.00-12.30	Workshop 6: WP 8 <ul style="list-style-type: none"> • Presentation of dissemination activities so far 	EfVET

12.30 – 13.30	Lunch at Altius Hotel	<i>10 Euros per person</i>
14.00 – 15.30	WP 1: Project Management <ul style="list-style-type: none"> • Next steps & Action plan • Reporting & evidencing • Dates for skype meetings & next transnational meeting • Meeting evaluation 	Euricon
15.30	Depart Altius Hotel <ul style="list-style-type: none"> ➤ Cultural Event in Nicosia – see separate document 	