



Lifelong Learning Programme

This project has been carried out with the support of the European Community.
The content of this material does not necessarily reflect the position of the European Community, nor does it involve any responsibility on their part



ISPY: Online Networking Platform for Language Learning KA2 Languages Project No: 511558-LLP-1-2010-1-UK-KA2-KA2MP Agreement No: 2010-4119

Project Meeting 1: Lodz, Poland 17th – 20th January 2012

Agenda

Tuesday 17th January

Arrival of delegates in Lodz

7.00pm Welcome meeting and evening meal

Wednesday 18th January

9.30 am Meet in conference room at IBIS Hotel

10.00am Official Introduction from UoL and UoW
Meeting plan and objectives

10.15am Partners to feedback on:

- Management and monitoring of project
- Financial matters
- Progress against project plan and work packages

11:15am Coffee Break

11.45am Partners to feedback:

- Update on dissemination items (Vhs)
- Update on dissemination activities and events at local level (All)
- Newsletter update
- Website update





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- Leaflet update

13.00pm Lunch in the Hotel

2.30 pm Update on:

- Target groups for piloting (numbers and profile)
- Technical framework for platform and finalising activities and structure

4.30pm Final considerations for day 1 (UoL and UoW)

5.00pm Official end of meeting

7:00 pm Evening meal and social event

Thursday 19th January

9.30am Meet in conference room at IBIS Hotel

10.00am Technical framework for platform and finalising activities and structure

11:15am Coffee Break

11:45am Technical framework for platform and finalising activities and structure

1.00pm Lunch in the Hotel

2: 30pm Plan structure of guidelines

4.00 pm Final considerations for day 2 and next steps (UoL and UoW)

4.30pm Official end of meeting

Thursday evening 19th January and Friday 20th January

Departure of delegates

