*10072-EPP-1-2019-1-LV-EPPKA2-CBHE-JP*

Development of a flexible, innovative and practical framework for work-based learning in higher education of Armenia and Russia (FLEXWBL)

**Agenda for FLEXWBL project kick-off meeting**

National University of Architecture and Construction of Armenia (**NUACA**), Teryan Street 105, Yerevan

December 16-20, 2019

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| **Date** | **Time** | **Activity** |
| *December 15, 16* | Arrival in Yerevan |
| *December 16, Monday(NUACA)* | 14:00 - 14:30 | Registration of participants |
| 14:30 – 14:45 | Opening ceremony at NUACA*Opening speeches:*Rector of NUACALana Karlova, National Erasmus+ Officer in Armenia |
| 14:45 – 15:30 | Prof. Vitaly Kopnov, TvSU * Introduction to the philosophy behind FLEXWBL
* Overview on the project goals and objectives and workplan
* Questions on the objectives and workplan
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| 15:30 – 15.45 |  *Coffee break* |
| 15.45 - 17.30 | Short presentations of partner organisations:*LIEPU, Klaipeda University, TvSU, DSTU, PSU, ATI, YSULS, GSU, NUACA* |
| *December 17, Tuesday(YSULS)* | 09:30-10:00 | Visit to YSULS, meeting with administration of YSULS |
| 10:00 – 11.15 | Review of the project plan:- WP1. Preparation. Partner country Framework for the project development – Patriks Morevs- WP2.1 WBL Framework Development – Vitaly Kopnov- WP2.2 Implementation of the WBL Framework: Knowledge and Competence – Klaipeda University- WP2.3 Implementation Support - DSTU- WP2.4 Evaluation - PSU- WP3 Quality - YSULS- WP4 Dissemination - Vitaly Kopnov- WP5. Management - Patriks Morevs |
| 11.15 – 11.45 | *Coffee break* |
| 11.45 – 13:30 | Review of the project plan - WPs  |
| 13:30 – 15:00 | *Lunch* |
|  | 15:00 – 17:30 | Patriks Morevs, LIEPUProject management and financial reporting- Communications among project consortium- Budget- Partnership agreements- Individual Travel Report (ITR), unit cost of travel and stay- Staff cost, time sheet and employment contract- Activating Steering and Technical Committees |
| *December 18, Wednesday**NUACA* | 9.30-12.30(15 minutes coffee break) | Project management at partner universities- Roles of local coordinators- Local project Team (LPT)- Attendance list with signature- Internal activity report to Project coordinator |
| 12.30 – 14 | *Lunch* |
| 14 – 16 | Meeting of local/national/project coordinators |
| 19 – 21 | *Project dinner* |
| *December 19, Thursday**(YSULS)* | 9.30-12.30(15 minutes coffee break) | Planning of project activities in 2020 (what, who, when, where) |
| 12.30 – 14 | *Lunch* |
| 14 – 16 | Finalization of kick-off meetingQuestions, Answers |
| *December 20,**Friday* |  | Departure from Yerevan |