

Fifth Transnational Meeting & Project Final Conference Agenda

Intercultural competence training for SMEs hosting European mobilities – INTERMOBIL

Partners notes agenda only

23rd – 24th August 2016

Plymouth, United Kingdom

Venues place:

EuroPA offices

Plymouth Science Park, 1 Davy Road, Plymouth, PL6 8BX

United Kingdom

Monday, 22nd August 2016

Partners arrive to Plymouth all day.

Confirmations on attendees & hotel stay:

<i>Country Partner</i>	<i>Attendees</i>	<i>Hotel stay</i>	<i>Dates of stay in Plymouth</i>
<i>Bulgaria</i>	<i>Ludmil Manev Desislava Pipkova Denitsa Seykova</i>	<i>Jurys Inn Hotel</i>	<i>Lyudmil Manev 22nd – 24th Aug Desislava Pipkova 22nd – 25th Aug Denitsa Seykova 22nd – 25th Aug</i>
<i>Spain</i>	<i>Juan Guerrero Lucia Mariscal</i>	<i>Jurys Inn Hotel</i>	<i>22nd – 25th Aug</i>
<i>Portugal</i>	<i>Nuno Barbosa Beata Poswiatowska Adrienn Sas</i>	<i>The Grosvenor Hotel</i>	<i>22nd – 24th Aug</i>
<i>Italy</i>	<i>Nunzio Casalino Giuliana Pizzolo</i>	<i>Jurys Inn Hotel</i>	<i>22nd – 24th Aug</i>
<i>Austria</i>	<i>Beinhauer Rupert Wenzel Rene</i>	<i>The Grosvenor Hotel</i>	<i>22nd – 29th Aug</i>

Tuesday, 23rd August 2016

Pick up from Jurys Inn hotel at 10.45am	<p><i>Taxi will be waiting for all Partners at Jurys Inn hotel at 10.45am and bring everyone to our offices. This taxi is organised and paid by EuroPA team.</i></p> <p><i>We will welcome you all at Park the reception.</i></p>
11.00am	Partners meet at EuroPA offices at Plymouth Science Park.
11.00am-12.00pm	<p>Welcome tour of our premises and light refreshment.</p> <p>This is a great opportunity for our local guests and Partners to get together, to meet new people, relax, enjoy coffee, tea, cakes ☺</p> <p>Venue place: <i>Conference room name - Baylis Suite</i></p>
12.00pm	<h3>InterMobil Evaluation Conference</h3> <ol style="list-style-type: none">1. General welcome and conference agenda Presented by: Leigh Robinson, Work Placement Co-ordinator at EuroPA,UK2. Welcome and Presentation on InterMobil project aims and objectives. Presented by: Ludmil Manev, ECO, Bulgaria3. Presentation of InterMobil results and outcomes >> Overview of general achievements of Intellectual Output 1 & Intellectual Output 2 Presented by: Juan Guerrero, INCOMA, Spain and >> Overview of our Intellectual Output 3 – InterMobil website, etc. Presented by: LUISS, Italy

	<p>>> Mobility Testimonial from Employers</p> <p>Presented by:</p> <ul style="list-style-type: none"> ✓ Ken Holder – Plymouth City Council, ✓ Lee Nathan – Chairman of Federation of Small Businesses and Managing Director of Purple Motion Creative Agency ✓ Merika Kindlon – Plymouth Science Park, ✓ Chris Warne – Norpro Training.
14.00	Lunch for everyone and networking opportunities
20.00	Dinner

Wednesday, 24th August 2016

10.00am	<p>Last Partners meeting at EuroPA offices</p> <p><i>address:</i> EuroPA, Tamar Science Park, 1 Davy Road, Plymouth, PL6 8BX</p> <p><i>On your arrival please report to main reception.</i></p>
10.15 - 11.00	<p>Overview of the activities carried out after fourth project meeting</p> <ul style="list-style-type: none"> ▸ Key actions review from our 4th project meeting protocol;
11.00 – 12.00	<p>Project Finance Management</p> <p><i>Partners finance update and reporting requirements for the final reporting.</i></p> <p><i>Lead by Gosia from EuroPA</i></p>

12.00 – 13.00	Lunch break
13.00 – 17.00	<p>Final Report overview and task distribution</p> <p><u>Qualitative Report</u></p> <ul style="list-style-type: none">‣ Project Management‣ Project Implementation‣ Results:<ul style="list-style-type: none">>> Project achievements>> Results of the project<ul style="list-style-type: none">✓ review of all project expected/final results and outcomes;✓ final version of all Intellectual Outputs‣ Dissemination and exploitation results<ul style="list-style-type: none">✓ proofs, reports‣ Impact and Sustainability<ul style="list-style-type: none">✓ expected impact – review on indicators report✓ target groups and sectors✓ geographical target areas✓ impact statistics✓ potential sustainability‣ Quality management <p>Conclusion of the meeting</p> <ul style="list-style-type: none">‣ Tasks distribution among partners;‣ signing of decision protocol,‣ attendance sheets.
19.00	Dinner