****

**CM#1 Schedule  
University College of Cork [UCC] Ireland, February 20 – 23, 2018**

Tuesday 20.2.2018

|  |  |  |
| --- | --- | --- |
| **Chair/ Presenter** | **Content** | **Time** |
| KCJV | Opening session  ASSET Members Introduction.  5 minutes for each ins: The coordinator will present his/her HEI group (+ 3 PP slides), and the HEI's contributions, expectations of the project. | 9:00– 11:00 |
|  | Coffee break | 11:00-11:15 |
| KCJV | Introduction to ASSET + WEBSITE;  (Objectives, expected outcomes of CM#1) | 11:15– 12:30 |
|  | Lunch break | 12:30- 13:30 |
| group work | GROUP WORK (4 groups) **each accompanied by 1 EU institution**  What is formative assessment? (45 min.)  Presentation of the 4 group work (45 min.) | 13:30– 15:00 |
|  | Coffee break | 15:00- 15:15 |
| Manana | Guidelines for the use of the grant+  reporting through the website+ excel report | 15:15– 17:00 |
| UCC team | Dinner | 19:00 |



Wednesday 21.2.2018

|  |  |  |
| --- | --- | --- |
| **Chair/ Presenter** | **Content** | **Time** |
| **Group 1:**  **UCC** presenter (Observing **PHDL**)  **Group 2:**  **TU** presenter (Observing **OFUB** ) | **2 parallel workshops**  EU partners present in a dynamic way a formative assessment tool that can be used in the project.  Two mixed IL+GE groups : Group 1, Group 2  Each EU partner will present the same activity twice (one for each group) | 9:00 - 10:00 |
| **Group 1:**  **PHDL** presenter (Observing UCC)  **Group 2:**  **OFUB** presenter (Observing **TU**) | **Continuing…**  **2 parallel workshops** | 10:15 - 11:15 |
|  | Coffee break | 11:15 - 11:30 |
| IL partners | **IL Session: 20 min. for each institution**  Presentation (PP) of learning environment piloted in previous Erasmus+ funded projects + assessment tools | 11:30– 13:00 |
|  | Lunch break | 13:00 - 14:00 |
| GE partners | **GE Session: 20 min. for each institution**  Presentation (PP) of learning environment piloted in previous Erasmus+ funded projects + assessment tools | 14:00 – 15:30 |
|  | Summary and plans for tomorrow | 15:30 – 16:00 |
| LEAD: Tallinn and OFUB assisted by TSU and GACE  All partner HEIs | Quality Plan team meeting  (1 representative from each HEI) | 16:00 – 17:30 |
|  | Free evening |  |



Thursday 22.2.2018

|  |  |  |
| --- | --- | --- |
| **Chair/ Presenter** | **Content** | **Time** |
| **Group 1:**  **TU** presenter (Observing **PHDL** )  **Group 2:**  **UCC** presenter (Observing **OFUB** ) | **Continuing…**  **2 parallel learning sessions** | 9:00– 10:00 |
|  | Coffee break | 10:00-10:15 |
| **Group 1:**  **OFUB** presenter (Observing **UCC**)  **Group 2:**  **PHDL** presenter (Observing **TU**) | **Continuing…**  **2 parallel learning sessions** | 10:15– 11:15 |
| KCJV | Brainstorming: Themes for workgroup | 11:15– 12:30 |
|  | Lunch | **12:30 - 13:00** |
| GROUP WORK (4 groups) **each accompanied by 1 EU institution** | Preparing a workplan on how to develop/adapt course assessment tools (CATs) | 13:00– 14:30 |
|  | Coffee break | 14:30 - 14:45 |
| GROUP WORK (4 groups) **each accompanied by 1 EU institution** | **Continuing** GROUP WORK  **+ Preparation of presentation for tomorrow’s session** | 14:45 – 16:00 |
|  | Summary and plans for tomorrow | 16:00 – 16:15 |
| Manana (ISU) | For coordinators only: Management: filling out forms. | 16:15 - 18:00 |
| UCC team | Dinner  Irish pub?? | 20:00 |



Friday 23.2.2018

|  |  |  |
| --- | --- | --- |
| **Chair/ Presenter** | **Content** | **Time** |
| Presentation of the 4 GROUP WORK | Presentation of the 4 GROUP WORK + discussion+ delegation of tasks | 9:00 – 10:30 |
| KCJV | How to continue the group work by using the website, expected deliverables. | 10:30 – 11:30 |
|  | Coffee break | 11:30 – 11:45 |
| KCJV | Preparation and task delegation towards CM#2 (Setting up programs for Train-the-Trainer workshops, September 2018, **PHDL**, Linz). | 11:45 – 13:00 |
|  | Lunch break | 13:00– 14:00 |
| HAC | Dissemination and sustainability plan | 14:00– 15:00 |
| KCJV | Closing session + evaluation of CM#1 | 15:00 – 16:00 |