



**Project title:** “BYOD-Learning: Learning at Any Time, at Any Place via any Device”

**Reference number:** 2021-1-PL01-KA220-SCH-000034458

**Implementation period:** January 2022 – December 2023

# TPM3 – GREECE

**Physical Meeting: 03 November 2023**

**Venue of meeting: Doukas School**

**Address: Mesogeion 151, Marousi 151 26, Greece**

**Meeting Room: Conference Room, Level +1, Dais Center**

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# Agenda

Thursday, 02 November 2023		
Time (EET)	Action	Presenter – Comments
All day	Arrivals	ALL
21:00	Dinner in Athens offered by the host Doukas School Venue: Mylolithos <a href="#">Address: Panormou 20, Athina 115 23</a>	
Friday, 03 November 2023		
Time (EET)	Action	Presenter – Comments
	Arrivals – Coffee	
10:00 – 10:15	<b>Meeting Starts</b> <b>P1.</b> University of the National Education Commission, Krakow (UKEN) – Poland <b>P2.</b> Doukas School- Greece <b>P3.</b> AMETA – North Macedonia <b>P4.</b> Cyprus Mathematical Society (CYMS) – Cyprus <b>P5.</b> 5 OU Ivan Vazov - Bulgaria <b>P6.</b> SKYBRIDGE - Greece <b>P7.</b> Plovdivski University- Bulgaria <b>P8.</b> I.E.S. ARCEBISPO XELMIREZ II – Spain	Welcome by the project coordinator and the host of the meeting respectively
10:15 – 11:15	<b>Discussion of Outputs</b> <u><b>Finalization of R2</b></u>	

	<p><b>R2: Methodology and specifications for the design of the video lessons and set of digital tools and guidance on the digitalisation of the educational content to facilitate the learning process.</b></p> <ul style="list-style-type: none"> <li>- Progress of Translation to Polish, Macedonian, Spanish</li> <li>- ISBN &amp; Final Cover</li> </ul> <p><b><u>Finalization of R3</u></b></p> <p><b>Result 3: Training course for supporting teachers and educators to digital transformation through development of digital readiness, resilience and capacity in mathematical education</b></p> <ul style="list-style-type: none"> <li>- Progress of document Finalization</li> <li>- ISBN &amp; Final Cover</li> </ul>	<p><b>R2 Leader:</b> P7-Plovdivski University, BG</p> <p><b>R3 Leader:</b> P4 – CYMS – CY</p>
11:15 – 11:45	<p><b>Quality Assurance</b></p> <ul style="list-style-type: none"> <li>- Presentation of C1 QA Report</li> <li>- Presentation of Quarterly Reports Q5, Q6 and Q7</li> <li>- Indicators 24 months</li> <li>- QA Report for the 24 months of the project (part of Final Report)</li> </ul>	<p><b>QA Leader:</b> P3. AMETA – North Macedonia</p>
11:45 – 12:15	<p><b>Dissemination</b></p> <ul style="list-style-type: none"> <li>- Dissemination Reporting Updates</li> <li>- Newsletter 4 plan (4 newsletters indicated in the proposal)</li> </ul>	<p><b>Dissemination Leader:</b> P6. SKYBRIDGE</p>
12:15 – 12:30	<p><b>Coffee Break</b></p>	
12:30 – 13:30	<p><b>EXPLOITATION AND SUSTAINABILITY PLAN</b></p> <p>Each project partner will set up an efficient and highly motivated core staff team, which will have acquired awareness, competence and confidence in the development of solutions to assist school teachers, parents and students as regards</p>	

to promoting high quality innovative approaches in education.

The intellectual outputs of the projects will be integrated in the current practices and procedures used by the partners in the project and will be used in education and guidance for the students after the completion of the project. The coordinator and partners assumes that the website and all the project outputs will be active at least 3 years after the completion of the project (with all the developed digital resources available online and free of charge) and to update as often as needed or relevant. The budget for management and implementation of the project will be used to cover the expenses and costs related to maintenance and upgrade of the website and the application after the completion of the project. With cooperation with partners CMS and AMETA we will continue to implement multiplier events in order to keep the target groups informed, to further disseminate the results of the project and involve new specialists and teachers in activities based on the methodology developed during the project. Perhaps, the development of the structured course for use of this method as an intellectual output will be the best way to maintain sustainability of the project's results. The contents of this project will be part of the learning activities in the course with specific emphasis on the use of the European BYOD platform. All partners have the intention to maintain cooperation and communication after the project completion in order to further update the solution proposed by this project and to develop new tools, instruments, digital resources for creating innovative educational materials that can be implemented at European level. The partners will capitalize the experience and expertise gained during this project by elaborating and implementing new projects and will allocate the necessary resources to cofinance those projects. The Exploitation plan, when implemented will ensure the sustainability of the outcomes and will continue to reach its target groups by: - continuing the projects social media, website and content sharing media - continuing to reply to any party interested in obtaining the project's results - continuing with the partnership to support dissemination of the project output in future events after the end of the project such as conference events, newsletters of their organizations, email alerts and signatures, etc. - future updates on the European platform of videos (O1) - continuation of the promotion of the project's outputs through the sustained (at least 3 years after project ends) project's website - partners promise to continue

	<p>the dissemination of the project's output results beyond the project's implementation period - future updates to the outcomes and guidelines through a future project - announce the first European structured course under ERASMUS+ KA1 staff training mobility. Reaching new audiences The popularization of the activities above will bring new audiences and new participants. The partnership will examine submission of new proposals for EU funding in expanding to new activities in cooperation with more European and neighborhood non-EU countries. The projects blog, social media and eTwinning page is expected to attract more European and non-Europeans to join the networking.</p>	
13:30 – 15:00	<b>Lunch at Doukas School</b>	
15:00 – 16:30	<p><b>DOCUMENTS &amp; PLANNING:</b></p> <ol style="list-style-type: none"> <li>1. Multiplier Events in all countries (PL, MKD, GR, CY, BG, ES)</li> <li>2. Multiplier Events Documentation (F4 Reports &amp; Evidence &amp; Evaluation Reports)</li> <li>3. Management &amp; Reporting (Pending Timesheets &amp; Q8 reporting)</li> <li>4. F2 reports and evidence of travel for TPM3 in Athens</li> <li>5. Translation documentation (F6 &amp; evidence) – 500 EUR (payment for 670EUR)</li> <li>6. VAT Declaration Form by all Partners</li> <li>7. Final Report</li> <li>8. Evaluation of TPM3 (AMETA)</li> <li>9. Planning next Online meeting</li> <li>10. TPM3 TO DO LIST</li> </ol>	P1(UKEN) and P3 (CyMS) & Partners
16:30 – 17:00	Questions, concerns, clarifications	All
<b>Saturday, 04 November 2023</b>		
<b>Time (CET)</b>	<b>Action</b>	<b>Presenter – Comments</b>
All day	Departures	