



3rd Meeting Agenda

(Helsinki, 17th and 18th October 2011)

Objectives

- To present results of the works agreed in the 2nd meeting related to finalization of WP1, WP2 and WP5
- To agree the final version of related outcomes and products.
- To present and analyse the advancements in the works related to the definition of the Pedagogical Model and the development methodological tools, materials and resources needed to implement KPE in the current practices in MAI, BLVSS and in German VET Schools.
- To present and analyse the adaptations made on KPE, according the agreements of last meeting.
- To agree a definitive workplan to develop or produce to finalize the Pedagogical P&PBL Toolkit and Trainer's Guide (deliverables of WP2)
- To agree a Work Plan to carry out the WP3 (Experimental Implementation)
- To follow the dissemination activities.
- To solve questions related to financial justification and administrative procedures, if necessary.



Program

17th October

9:15 h. Welcoming address of Metropolia

9:30 h. Objectives and Agenda of the meeting days. ITURBROK.

9:45 h. Work status. General Overview and revision of the deliverables and outcomes up today. MAI.

10:00 h. Presentation of the works done by MAI related to the development of the resources of the Pedagogical PJBL Toolkit aimed to students (forms, examples, procedures) to be used in the experimental implementation. MAI.

10:45 h. Coffee Break

11:00 h. Presentation of the works done by BLVSS related to the development of the resources of the Pedagogical PJBL Toolkit aimed to students (forms, examples, procedures) to be used in the experimental implementation. BLVSS.

11:45 h. Presentation of adaptations and works made on KPE, according the agreements of last meeting. Metropolia.

13:00 h. Lunch

14:00 h. Presentation of advancements done in the Methodological Trainer's Guide about Project Based Learning (Key resource of Pedagogical P&PBL Toolkit Moodle) and presentation of results of the cross checking with the German Project Management Association materials. ITB.

14:45 h. Discussion and work plan to finish pending works related to expected products of WP2: Pedagogical PBL Toolkit for students and Methodological Trainer's Guide on PJBL (Moodle) and adapted KPE and User's Manual. ALL.

15:30 h. Coffee break



15:45 h. Overview about the plan for experimental implementation on the VET practices in MAI (WP3).

16:15 h. Overview about the plan for experimental implementation on the VET practices in BLVSS (WP3).

16:45 h. Overview about the plan for experimental implementation on the VET practices in GERMANY (WP3). (Presentation of how the adapted KPE and the methodological tools and forms could be adapted to the student's practices context in the case of German schools). ITB.

17:15 h. End of first day

18th October

9:30 h. Proposal of methodology to monitoring and evaluating the pilot experiences and elaborate the common report. Note: in the proposal, it was described as a “common monitoring and evaluation methodology within the trainers and trainees, and with the participation of experts (from partners or third entities) o and other agents related to vocational training institutions and training centres”. BLVSS (Comments and agreement ALL).

10:30 h. Coffee break

10:40 h. Presentation of done activities related to dissemination. Work Plan of the next dissemination activities. MAI – ITURBROK – ALL.

11:45 h. Next meeting / Financial comments, if necessary.

12:15 h. End of the meeting.

Important note:

- 1. Please read and analyse the document Work Program_oct_2011 and take with you a printed version of it.**
- 2. Please, go to the KPE and analyse all the documents you will see the name of file starting by “R”, because are the deliverables prepared until now, and we need to decide, approve and close them during the meeting.**



