

Key Action 2: Capacity Building in Higher Education

Digital competence framework for Ukrainian teachers and other citizens / dComFra 598236-EPP-1-2018-1-LT-EPPKA2-CBHE-SP

Management meeting in Krakow/Poland 15/05/2019– 17/05/2019

Place of the project meeting:

Pedagogical University of Cracow,
Podchorążych 2, 30-084 Kraków, Poland (room 421N – 4th floor)

1 st day of the project meeting: 15/05/2019		
12.30 – 13.00	REGISTRATION	P4 - Pedagogical University of Krakow
13.00 - 13.15	WELCOME. PRESENTATION OF THE AGENDA AND AIMS OF THE TRANSNATIONAL MEETING. Aims: to present how the meeting will be organised, which questions will be discussed, what are expected outcomes of the meeting.	P4 - Pedagogical University of Krakow; P1 - Vytautas Magnus University
13.15 – 13.45	<i>Lunch</i>	
13.15 - 15.30	OVERVIEW of the implemented activities and outcomes of WP1: A.1.1. Report on analysis of existing DC programs and curricula at Program Countries' Universities; A.1.2. Report on analysis of existing DC trainings for teachers; A.1.3. Report on analysis of EU Digital competence framework for citizens and for educators; UNDC report; A.1.4. Report on task analysis; developed competence profiles; A.1.5. Report on developed didactical approach in training; Report on chosen DC certification program; A.1.6. Developing dComFra Web Portal; A.1.7. Elaborated techno-pedagogical requirements on DC offices.	P11 - Kharkiv National University of Radioelectronics (KNURE); P14 - Information Technologies Institute; P1 - Vytautas Magnus University.
15.30 - 16.00	<i>Coffee break</i>	
16.00 - 17.00	SCHEDULE OF ACTIVITIES AND OUTPUTS FOR THE SECOND HALF of 2019 (tasks, responsibilities, deadlines, other issues)	P1 - Vytautas Magnus university. All WP leaders and co- leaders.



2nd day of the project meeting: 16/05/2019		
9.00 – 11.00	<p>OVERVIEW of the implemented activities and outcomes of WP6:</p> <p>A.6.1. DES Plan & DC offices certification opportunities (The exploitation and sustainability strategy & promotion and dissemination plan).</p> <p>A.6.2. Developed promotion tools;</p> <p>A.6.3. Six info-days and public appearances organized;</p> <p>A.6.4. e-Weeks organized;</p> <p>A.6.5. Annual workshops organized;</p> <p>A.6.6. Special workshops organized;</p>	<p>P8 - National Technical University “Kharkiv Polytechnic Institute” (NTU “KhPI”);</p> <p>P15 - Ministry of Education and Science of Ukraine (MESU);</p> <p>P4 - Pedagogical University of Cracow.</p>
11.00 – 11.30	<i>Coffee break</i>	
11.30 – 13.00	<p>WP7 implementation:</p> <ul style="list-style-type: none"> – Guidelines outlined in Erasmus+ CBHE Grant Holders’ Meeting in Brussels on January 2019; – Financial reporting (overview of timesheets, individual travel reports, joint declaration). 	P1 - Vytautas Magnus University
13.00 – 14.00	<i>Lunch</i>	
14.00 – 15.15	<p>WP7 implementation:</p> <ul style="list-style-type: none"> – Presentation of e-Handbook design (draft version); – Discussion on risk analysis document; – Discussion on communication strategy. 	P1 - Vytautas Magnus University
15.15-15.45	<i>Coffee break</i>	
15.45-16.45	<p>OVERVIEW of the implemented activities and outcomes of WP5:</p> <p>A.5.1. Defined Quality Control and Monitoring plan.</p>	<p>P2 - Carinthia University of Applied Sciences;</p> <p>P14 - Information Technologies Institute;</p> <p>P10 - Yuriy Fedkovich Chernivtsi National University (ChNU).</p>
16.45-17.00	SUMMING UP	P1 - Vytautas Magnus University
19:00	<p>Dinner – “Szalone Widelce”, ul. Szpitalna 40, 31-024 Kraków (<i>Old Town district, in front of the J.Słowackiego Theatre</i>).</p>	



3 rd day of the project meeting: 17/05/2019		
9.00 – 10.30	CONSULTANCY ON THE ISSUES OF THE WP1; WP2; WP5.	P1 - Vytautas Magnus university; All WP leaders and co- leaders.
10.30 – 11.00	<i>Coffee break</i>	
11.00 – 11.45	CONSULTANCY ON THE ISSUES OF THE WP6- WP7.	P1 - Vytautas Magnus university; All WP leaders and co- leaders.
11.45 – 12.00	MISCELLANEOUS. END OF THE MEETING.	P1 - Vytautas Magnus University

The contact persons:

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Mr. Łukasz Pieczonka – lukasz.pieczonka@up.krakow.pl

Information:

The meeting room is located on the 4th floor in the new building of the PUC. The entrance to the building is possible from the Chmiela street however next to the main entrance is the information point.

The way from the airport by a taxi takes about 15-20' to the UP's main building. Please be aware that the *Airport Taxi* company is the most expensive one, please choose cars belong to the *iCar*, *myTaxi* or *Mega Taxi* companies. The bus connection (bus number 208 to bus stop "Armii Krajowej") takes about 30' (depends on traffic) and another 15' walks.

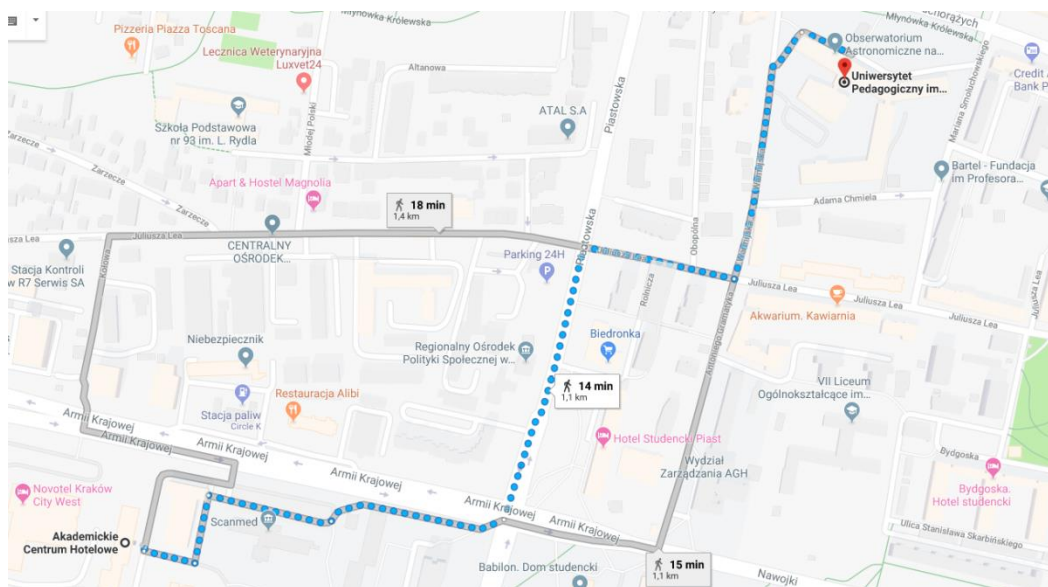
The city centre is in the distance of around 25' walk (10' by bus) from the University, however due to construction works around the city it might be longer especially using the public transportation.

Each participant is obliged to find the accommodation, please consider the hotels around the Pedagogical University of Cracow listed below. Please bear in mind that Krakow's hotels might do not have a lot of places in May, so do not wait with the reservations.



1. Akademickie Centrum Hotelowe UP
ul. Armii Krajowej 9A,
<http://ach.krakow.pl/glowna/eng>

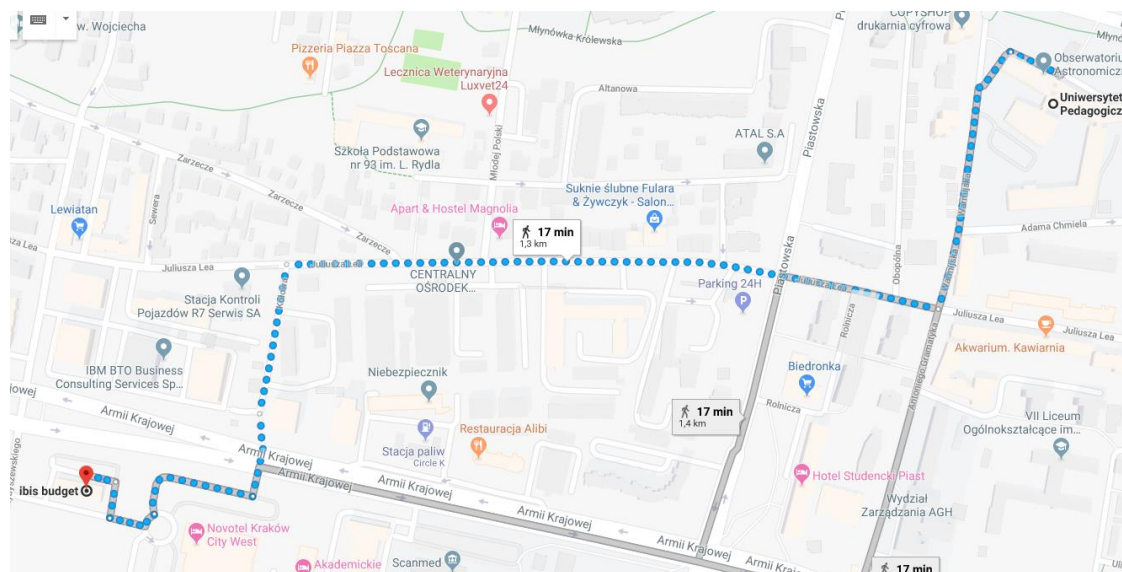
Prices for one person with breakfast: 124.00 PLN/per night



2. IBIS Budget Kraków Bronowice
ul. Armii Krajowej 11A

<https://www.accorhotels.com/pl/hotel-6605-ibis-budget-krakow-bronowice/index.shtml#section-services>

Approx. price for one person with breakfast: 115,00 – 150,00 PLN/per night



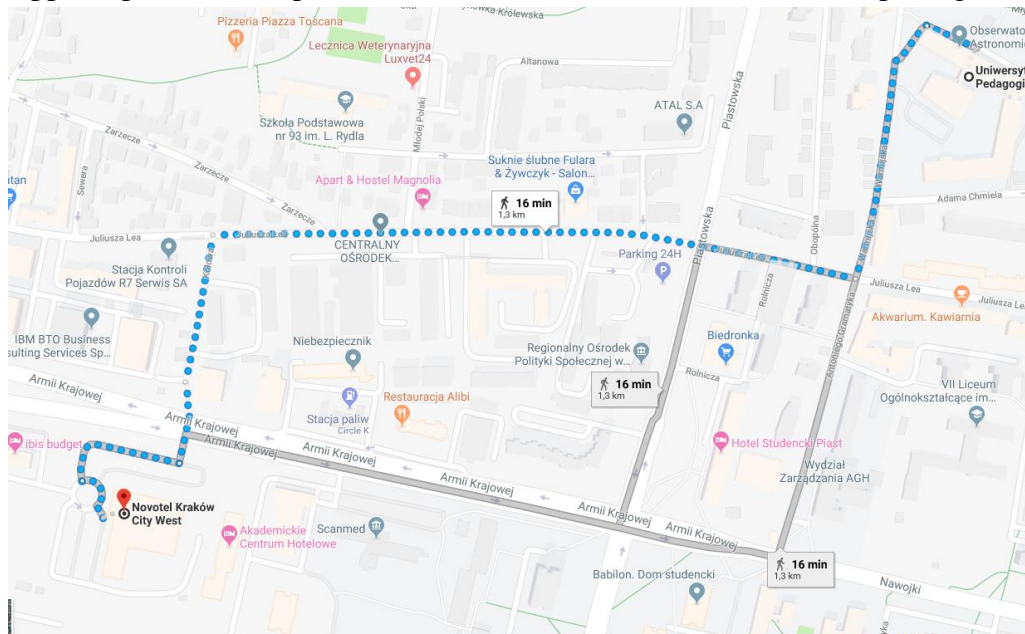


3. Novotel Krakow City West

ul. Armii Krajowej 11

<https://www.accorhotels.com/pl/hotel-3407-novotel-krakow-city-west/index.shtml#origin=novotel>

Approx. price for one person with breakfast: 185,00 – 200,00 PLN/per night



4. Hotel Studencki Piast

ul. Piastowska 47

<https://piast.hotelestudenckie.pl/en/>

Approx. price for one person: 95,00 PLN/per night (no breakfast included)

