



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

Kick-off meeting in Kaunas/Lithuania 16/01/2019– 18/01/2019

Place of the project meeting: Vytautas Magnus University, the Faculty of Political Science and Diplomacy, V. Putvinskio str. 23, Room No. 412

1 st day of the project meeting: 16/01/2019		
12.30 - 13.00	REGISTRATION	Vytautas Magnus University
13.00 - 13.30	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.	Vytautas Magnus University
13.30 - 14.15	PRESENTATIONS OF EU PARTNERS (5-10 min. each). Aims: information on partners' countries, institutions, expertise in digital competence, IT studies, team of teachers and researchers.	Vytautas Magnus University; Carinthia University of Applied Sciences; Pedagogical University of Cracow; University Politechnica of Bucharest; Czech University of Life Sciences; Information Technologies Institute.
14.15 - 14.45	<i>Coffee break</i>	
14.45 - 16.00	PRESENTATIONS OF PARTNERS FROM UKRAINE (5-10 min. each). ASSOCIATED PARTNERS. Aims: information on partners' countries, institutions, expertise in digital competence, IT studies, team of teachers and researchers; study programs which will be revised, updated.	Ministry of Education and Science of Ukraine (MESU); Taras Shevchenko National University of Kyiv (TSNUK); Kyiv National University of Culture and Arts (KNUCA); National Technical University "Kharkiv Polytechnic Institute" (NTU "KhPI"); Donetsk National Technical University (DonNTU); Yuriy Fedkovych Chernivtsi National University (ChNU); Kharkiv National University of Radioelectronics (KNURE); Kremenchuk Mykhailo Ostrohradskiy National University (KrNU); Ukrainian association of IT professionals (UAITP).



16.00 - 17.00	<p>OVERVIEW OF THE dComFra PROJECT:</p> <ul style="list-style-type: none"> - Aims, activities; - Target groups; - Expected results/outputs; - Work plan & task division; - Project schedule. 	Vytautas Magnus University
	<p>SHORT PRESENTATION OF EVERY WP (title, aim, activities, outputs, leaders, dates):</p> <ul style="list-style-type: none"> - WP1. <i>DC needs & EU DigComp frameworks: Analysis</i> 	Vytautas Magnus University
	<ul style="list-style-type: none"> - WP2. <i>Built dComFra infrastructure</i> - WP3. <i>Trained HEI teachers – coaches & UNDC, UA DigComp frameworks</i> - WP4. <i>Content development & Pilot use of dComFra resources.</i> 	Vytautas Magnus University
17.00 – 19.00	Networking	

2 nd day of the project meeting: 17/01/2019		
9.00 – 10.00	<p>SHORT PRESENTATION OF EVERY WP (title, aim, activities, outputs, leaders, dates):</p> <ul style="list-style-type: none"> - WP5. Quality Control and Monitoring. - WP6. Dissemination, exploitation and sustainability. - WP7. Management. 	Vytautas Magnus University
10.00 – 10.30	<p>Creation of international groups according to academic disciplines and areas. Establishment of body of management and governance.</p>	Vytautas Magnus University
10.30 – 11.00	Coffee break	
11.00 – 12.00	<p>ADMINISTRATIVE/FINANCIAL OBLIGATORY REGULATIONS</p> <ul style="list-style-type: none"> - Financial rules/eligible costs. - Payments. - Reports. - Changes in the project budget. - Partnership agreements. 	Vytautas Magnus University
	Project Family Photo	
12.00 – 13.30	Lunch	
13.30 – 14.30	<p>ADMINISTRATIVE/FINANCIAL OBLIGATORY REGULATIONS</p> <ul style="list-style-type: none"> - Communication with coordinator and among partners; - Subcontracting; - Purchase of equipment; - Co-financing; 	Vytautas Magnus University



	– Associated partners and budget.	
14.30-15.00	Coffee break	
15.00-15.45	ADMINISTRATIVE/FINANCIAL OBLIGATORY REGULATIONS – Communication with coordinator and among partners. – Subcontracting; – Purchase of equipment; – Co-financing; – Associated partners and budget	Vytautas Magnus University
15.45-16.30	SCHEDULE OF ACTIVITIES AND OUTPUTS FOR THE FIRST HALF of 2019 (responsibilities, deadlines, other issues)	Vytautas Magnus University
16.30-17.00	SUMMING UP	Vytautas Magnus University
19.00 - ...	Dinner (Restaurant 55, Kaunas Hotel, Laisves av. 79)	

3 rd day of the project meeting: 18/01/2019		
08.00 – 09.30	CONSULTATION ON THE ISSUES OF THE WP1- WP4.	Vytautas Magnus University
09.30 – 10.00	Coffee break	
10.00 – 11.00	CONSULTATION ON THE ISSUES OF THE WP5 - WP7.	Vytautas Magnus University
11.00 – 12.30	MISCELLANEOUS. END OF THE MEETING.	Vytautas Magnus University