



Changing lives. Opening minds.



Project title: EDIPUS: European Digital Portfolio for University Students

Reference number: 2015-1-CY01-KA203-011856

Implementation period: November 2015 – October 2017

Meeting No 5

7-8 September 2017

VERSION 1

Agenda

Version date: 24 August 2017

Emergency Contact numbers: Gregory Makrides +357 99641843

Wednesday, 6 September 2017		
Time	Action	
All day	Arrivals	
Thursday, 7 September 2017		
Meeting Place: Amorgos Boutique Hotel, 11 D. Mitsi Street, 6307 Larnaca, Cyprus		
Time	Action	Presenter – Comments
9:15	Meeting arrivals Participants <ul style="list-style-type: none"> • P1 - EAEC, CY (Gregory Makrides, Vassiliki Savvopoulou) • P2 - Instituto Superior de Engenharia do Porto, ISEP, PT (Nuno Escudeiro, Ricardo Almeida) • P3 - Enoros Consulting, CY (Maria-Thalia Christou, Irene Smeraidou) • P4 - University of Piraeus Research Centre, GR (Christina Kontogoulidou, Savvoula Economou) • P5 - Unimed, IT (Emilia Stoduto, Romano Paola) • P6 - ESN, BE (Rasmus Aberg, Matthew Clemo) • P7 - University of Vienna, AT (David Zuser, Lucas Zinner) • P8 - Eurocrea Merchant, IT (Elisa Chiesa, Valentino Bramante) • P9 - Fundacion Universidad Empresa Murcia, ES (Consuelo Garcia Sanchez, Belmonte Fernandez) 	
9:30 – 10:15	Presentation of the project work plan progress Pending reporting, information and documents from partners	Gr. Makrides V. Savvopoulou
10:15 – 10:45	Consolidation Report of Piloting Workshops	Gr. Makrides
10:30 – 11:00	Short listed Evaluations of the DPP by all users (No of DPP 37)	Gr. Makrides
11:00 – 11:30	Coffee break	
11:30 – 13:00	EVALUATION to select the best DPP	Gr. Makrides and Partners

	<p>CRITERIA</p> <p>Relevance: Relevant information to the field of study and career goals (5-10) Degree of Reflection on his/her own qualifications and experiences (5 -10) Ease of Navigating in the structure that the user has developed (5 – 10) Completeness, Communicative- internationalization - balanced – multimedia (5 – 10) Creativity (5 – 10)</p> <p>Compulsory structure : Education – Work Experience – Projects – Skills and Competences- Foreign Languages – Conferences – Training</p> <p>Rating 5-10 points (5 min and 10 max)</p> <p>Best European Portfolio (shortlist of 5 per country) Best National Portfolio (Best Portuguese, Best Greek, Best French.....)</p>	
13:00 – 15:00	Lunch Break	Place to be arranged
15:00 – 15:30	Newsletter 3 published Discussion content for Newsletter 4	Gr. Makrides and Partners
15:30 – 16:30	<p>E2, E4, E6, E8, E10, E12, E14: Feedback from partners on Multiplier Events already completed</p> <p>Short ppt Presentations from each partner country:</p> <p>Austria Belgium Cyprus Greece Italy Portugal Spain</p>	All Partners
16:30 – 17:30	<p>Plan for attracting companies to use the EDIPUS Data Base (min 40 companies required to register and use the data base)</p> <p>-PRAXIS network -Direct emails to contacts -ERASMUS Placement companies</p>	Gr. Makrides and Partners

	<ul style="list-style-type: none"> -Approach Career Offices of Universities and use their contacts -HR Companies invited to use the data base -Employment Fairs -Chambers of Commerce and EEN and Europe Direct -Short Course on EDIPUS for 2 days.....free for University Career Officers -Training in parallel with Multiplier Event 	
20:00 – 22:00	Welcome to Cyprus - Dinner offered by EAEC Depart from hotel entrance at 8.00 p.m.	Place Militzis Restaurant, Walking distance from hotel
Friday, 8 September 2017		
Time	Action	
	Guidebook, Translations, Final version in Electronic Form	
9:30 – 10:00	<p>Evaluation questions addressed to companies</p> <ul style="list-style-type: none"> -Was the Navigation easy ? -Do you consider it practical for use when you search for work candidates? -Is the student portfolio structure complete? 1 -2 -3 -4 -5 If not 5 please indicate any deficiency in its structure . -Would you recommend this data base to another colleague from another company? -Open Question.....Suggestions for improvement ... -Name one advantage of the DPP and the EDIPUS Data Base. 	Gr. Makrides and Partners
10:00 – 11:30	Mgm: Quality Indicators, Dissemination, Final Report	Gr. Makrides, V. Savvopoulou
11:30 – 13:00	Exploitation, EDIPUS Course Hosting of the tools and data base	Gr. Makrides and Partners
13:00 – 15:00	Lunch Break	Place to be arranged
15:00 – 16:00	Mgm: Meeting Evaluation, Further Developments, New Projects, Future Plans	Gr. Makrides and Partners

21:00 +	Dinner at a traditional tavern (to be decided)	May need transfer by taxi
Saturday, 9 September 2017		
	<p style="text-align: center;"><u>Optional excursion with boat cruise (09.30 - 15.00)</u></p> <p>Round Trip : Bus Transfer to Protaras Beach - 180 euro round trip (up to 18 seats) SHARED</p> <p style="text-align: center;">Boat Ticket: 10 euro per person</p> <p style="text-align: center;">Please confirm your participation to Ms. Vassiliki Savvopoulou (vassiliki@eaecnet.com) by 1st of September 2017</p>	
	Departures	

EDIPUS TIMELINE

MONTHS	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24	
Project activity*																									
A1: Project Management																									
A2: Quality Assurance and project Evaluation																									
A3: Dissemination of project results																									
A4: Follow up/exploitation																									
O1: Needs Analysis Report for the Digital Portfolio and Portal																									
O1/A1: Analysis of the structure and technical specifications of the Digital Portfolio Portal																									
O1/A2: Survey and Needs Analysis on the needs of university students, career officers and employers																									
O2: Digital Portfolio Portal (DPP)																									
O2/A1: Development of the Digital Portfolio Portal (DPP) tool																									
O2/A2: Testing and technical adjustment of the DPP																									
O2/A3: Translation of the main operation content of the portal in all partner languages																									
O3: Digital Portfolio Database																									

