



Education and Culture DG

### Lifelong Learning Programme

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# Skype-conference 1 July 2009

## **Participants:**

**Dida, UniSannio, TUC, TUKE, SIU**

All partners have actively participated to the call conference that was held in 1 July. The main topics that have been discussed and the main decisions fixed are the following:

### **1. Next call conference:**

We have decided that next **22 July 2009** at 15.00 time

### **2. Final delivery of the deliverable "Needs Analysis Report":**

The WP Leader of the first Work Package (TUC) has invited all participants to the call conference to propose some suggestions or corrections to the document. The WP Leader has also specified that, it is possible sending other suggestions until the 9 July. The WP Leader has proposed to close the referred deliverable within **10 July**.

### **3. Activities related to the WP 2 named "INTRANET Design": Work Plan definition**

The WP leader of the second Work Package is UniSannio. The leader of this Work Package has in fact proposed to all partners the workplan defining the specific contributes expected by each partner involved in the activities of the WP2 named "IN.TRA.NET. Design".

The UniSannio specifically has explained the design document that takes in account the following main topics:

- Infrastructure design;
- Identification of services to be provided;
- Interface design.

During the call conference these topics have been briefly recalled and have been detailed the main aspects related to the different design phases.

The UniSannio has been invited to define a table to specify, for each partner of the IN.TRA.NET. project, the contribution for the WP2 activities with the related deadlines concerning the delivery of the document to the WP leader in order to respect the project general Gantt.

#### **4. Dissemination activities in WP4 named "Evaluation, Dissemination and Exploitation" :**

The WP leader is SIU.

During the call conference the SIU has invited all other partners to integrate the proposed Disseminations Plan (that was sent to all partners last 30 June) with some different and possible dissemination activities, events or other proposal. The document have to be sent to the Project Coordinator (email: [intranet@gruppodida.it](mailto:intranet@gruppodida.it)) next **10 July**.

#### **6. Organization of second consortium meeting: possible data and location**

During the call conference all partners have confirmed that next October can be a possible period to organize the second consortium meeting.

Benevento will be another time the location of this event because in October the activities that are under development will be referred to the WP2 that is specifically addressed to designing activities and technical issues.

Until next 10 July all partners have to propose a possible data.

The partner Dida (coordinator of the project) has recalled to all partners that every 3 months each partner must send to the coordinator its activities and costs report.

In particular the next report have to be received by Dida within the next month.

The partners decide to fix the next Skype conference on 22 July at 15.00.

The Skype conference is closed at 16.00.