



## SOLARIS

### Final transnational project meeting

### AGENDA

**Project:** Solutions to age related issues in education sector

**Project No:** 2021-1-CZ01-KA220-VET-000033227

**Coordinator:** ProEduca z.s., Lucie BrzÁková, tel. +420 773 050 277

**Venue of the meeting:** PronÁjem Klimentská s.r.o., Klimentská 1443/50, 110 00 Praha 1

**Contact person – local:** Lucie BrzÁková, +420773050277

**Date:** December 1, 2023

November 30, 2023	Topic	Responsible
19:00 -	Welcome dinner - venue to be confirmed	All
December 1, 2023		
09.00 – 9.30	Common breakfast - those who don't have breakfast at the hotel, a place near the meeting venue. Place to be confirmed	All
9:30 – 10:00	Opening of the meeting, registration, welcome.	all partners
10.00 – 10.30	Result 1 - state and completion. Presentation by the Activity leader. Evaluations of the results completed and their findings. Final tasks and deadlines - for the final report.	ProEduca
10:30 – 11.00	Result 2 - state and completion. Presentation by the Activity leader. Evaluations of the results completed and their findings. Final tasks and deadlines - for the final report.	ASIE
11:00 - 11.30	Result 3 - state and completion. Presentation by the Activity leader. Evaluations of the results completed and their findings. Final tasks and deadlines - for the final report.	CESUR
11:30 - 12.00	Result 4 - state and completion. Presentation by the Activity leader. overview of the LTTA conclusions. Evaluations of the results completed and their findings. Final tasks and deadlines - for the final report.	SBTC
12:00 - 12:30	Result 5 - state and completion. Presentation by the Activity leader. Evaluations of the results completed and their findings. Final tasks and deadlines - for the final report.	ProEduca
12:30 - 13:00	Summary of all deadlines and tasks.	ProEduca



<b>November 30, 2023</b>	<b>Topic</b>	<b>Responsible</b>
<b>13:00 - 14:00</b>	<b>Lunch break</b>	
14.00 – 14:20	Dissemination and external communication State of the multiplier events, dates, completion	AdM
14:20 - 14:40	Risk management	ASIE
14:40 - 15:00	Evaluation of the process - evaluations done, findings, feedback, amendments	SBTC
15:00 - 15:30	Exploitation of the project results - plan presentation. Workshop on Follow-up activities/projects.	EIA
15.30 – 16.30	Management: <ul style="list-style-type: none"><li>- reports, necessary inputs from all partners</li><li>- final budget overview</li><li>- Final tasks and deadlines - for the final report.</li></ul>	ProEduca
16:30 - 17:00	Discussion Suggestions for the final reporting  Meeting conclusions	All partners
17:00 - 19:00	Free time	All partners
19:00 - 00:00	Farewell dinner	All partners
<b>Dec 2, 2024</b>	<b>Departure - individual</b>	