

# 5<sup>th</sup> Transnational Meeting

**MULTITRACES**

**Multidisciplinary training in circular economy and smart  
valorisation of the rural area for new business models**

**Project ID:  
2019-1-R001-KA203-063870**

International Hellenic University  
Kavala, Greece  
1-2 September, 2022

**MEETING AGENDA**

**Place: International Hellenic University, Departement of Informatis, Laboratory of Digital Systems, Kavala campus, Agios Loukas, Kavala**

**Thursday, 1<sup>st</sup> of September 2022**

9:10	Meeting of the participants at the Airotel Galaxy lobby-
9:10 – 9:30	Transportation to IHU Kavala campus
9:30 – 9:45	Welcome from IHU partners
	Participants registration
	Handing over the Declarations of the relationship
9:45 – 11:30	<p>Overviews of the intellectual products developed and the tasks concerning the dissemination</p> <ul style="list-style-type: none"> <li>• 01 Intellectual product: <ul style="list-style-type: none"> <li>➢ finalisation of the product - UBc responsibility</li> <li>➢ summary translated in national language and posted on the web – each partner</li> <li>➢ volume publication: English used, arrangement of the material, ISBN or DOI number</li> </ul> </li> <li>• 02 - comparative study: <ul style="list-style-type: none"> <li>➢ deadline for the last part – UBc and IHU</li> <li>➢ publishing the article;</li> <li>➢ network of the partners: <i>8-10 participants will be attracted to the collaborative network.</i></li> <li>➢ live laboratories - A10 activity</li> </ul> </li> <li>• 03 - Circular economy on rural territories- trends and tools <ul style="list-style-type: none"> <li>➢ deadline for the finalisation of the product</li> </ul> </li> <li>• 04 - Guide for Moodle platform <ul style="list-style-type: none"> <li>➢ deadline for the final form</li> </ul> </li> </ul>
11:30 – 12:00	Coffee break
12:00 – 14:00	<ul style="list-style-type: none"> <li>• 05 - 08 MULTITRACES online courses <ul style="list-style-type: none"> <li>➢ final verification of materials</li> <li>➢ do we want to make a common volume and publish the courses?</li> </ul> </li> <li>• 09 - online courses performed <ul style="list-style-type: none"> <li>➢ report of the activity (links to the video if this is the case) each module</li> <li>➢ video presentation of the courses and teachers</li> <li>➢ deadlines of the reports and videos</li> </ul> </li> <li>• 010 - 011 Management and leadership – soft skills <ul style="list-style-type: none"> <li>➢ report concerning the students selection, promotion materials</li> <li>➢ deadline of the reports</li> <li>➢ list of the selected participants signed</li> <li>➢ attendance certificates</li> </ul> </li> <li>• 012 National practice and students' projects</li> </ul>

	<ul style="list-style-type: none"> <li>➤ final form of the projects</li> <li>➤ deadline for uploaded on the web</li> <li>• <b>013 International practice of the students</b> <ul style="list-style-type: none"> <li>➤ final form of the projects</li> <li>➤ deadline to upload on the web</li> <li>➤ ECTS certificates for national and international practice</li> </ul> </li> </ul>
14:00 – 15:30	<b>Lunch</b>
15:30 – 16:30	<b>Quality indicators of the Intellectual products</b> <ul style="list-style-type: none"> <li>• verification of each product</li> <li>• measures for reaching the targets</li> </ul>
	<b>Conclusions concerning the intellectual products</b> <ul style="list-style-type: none"> <li>• table with agreed measures and deadlines</li> </ul>
16:30 – 18:00	<b>Dissemination activities</b> <ul style="list-style-type: none"> <li>• previous multiplier events <ul style="list-style-type: none"> <li>➤ reports</li> <li>➤ list of participants signed</li> </ul> </li> <li>• planning the last multiplier events connected with 012-013</li> <li>• data base for the NLs</li> </ul>
18:00 – 20:00	<b>Free time</b>
20:00	<b>Dinner</b>

### Friday 2<sup>nd</sup> September 2022

9:10	<b>Meeting of the participants at the Airotel Galaxy lobby-</b>
9:10 – 9:30	<b>Transportation to IHU Kavala campus</b>
9:30 – 10:30	<b>Dissemination activities at national and international level</b> <ul style="list-style-type: none"> <li>• partners' actions -different conference participations</li> <li>• press releases to the media</li> <li>• articles in national and international journals</li> <li>• Facebook - likes</li> <li>• note concerning the dissemination activities other than MEs - all partners -deadline</li> </ul>
10:30 – 11:00	<b>Administrative aspects</b> <ul style="list-style-type: none"> <li>• Internal interim reports</li> <li>• Other missing documents: minutes</li> </ul>
11:00 – 11:30	<b>Coffee break</b>
11:30 - 12:30	<b>Financial aspects</b> <ul style="list-style-type: none"> <li>• Timesheets of Erasmus program</li> <li>• Other issues</li> </ul>

<b>12:30 – 13:00</b>	<b>Sustainability of the project</b> <b>Indicators of sustainability</b> <b>New project proposal</b>
<b>13:00 – 13:30</b>	<b>Planning of the final meeting in Romania</b>
<b>13:30 – 14:00</b>	<b>Handing the participation certificates to attendees</b> <b>Evaluation of the meeting</b> <b>Closure of the meeting</b>
<b>14:00 – 15:00</b>	<b>Lunch</b>