

## MINUTES FOR MEETING WITH ORGANIZERS OF WORKSHOPS 3 AND 4 (7 SEPTEMBER 2020, ZOOM)

### AGENDA

1. Organization of the workshops 3 and 4 in Thessaloniki (30.9. – 2.10)

### PARTICIPANTS

Antonia Chiarenza, Simos Grammenidis, Anthi Wiedenmayer, Nike Kocijančič Pokorn, Sara Pistotnik

### KEY POINTS

#### 1. FORMAT OF THE WORKSHOPS (IN PERSON OR ONLINE)

- Partners from Norway already cancelled their participation in person due to travel restrictions. We have two possible scenarios: some project partners come to Thessaloniki, others follow via ZOOM or everyone follows via ZOOM.
- The colleagues from Thessaloniki informed us that due to the new restrictions in Greece implemented by the government on Saturday (5 September 2020), the joint workshop (3 and 4) can only be held online via ZOOM. Current situation does not allow the Greek partner to organize any workshop in person at their university and these restrictions will be in power until further notice. Anthi Wiedenmayer will send a copy of ministerial decision in Greek, with translation of important parts in English.

#### 2. TEACHING MATERIAL FOR THE WORKSHOPS

- Partner from Reggio Emilia has already sent prerecorded presentations of the Workshop 3, which are published on TRAMIG webpage.
- Partner from Greece will prerecord their presentations and send them to us by 25 September (the latest). The material will be published online.
- Both partners will make shorter presentations via ZOOM (cca. 30 minutes).
- For the interactive part of the workshops we have to check, if all volunteers have their own laptops, so that we can plan mixed groups.

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### 3. HOSTING OF THE WORKSHOPS

- Workshop 3 will be hosted on ZOOM by the partner from Reggio Emilia. They will buy ZOOM license for 4 months, until the end of the project.
- Workshop 4 will be hosted by Greek partner.
- Sara Pistotnik will collect all email addresses of the participants, so that the organizers can send them the links to ZOOM sessions.

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### 4. STAKEHOLDERS FORUM

- The Greek partner will organize stakeholders' forum via ZOOM. Participants will be asked for a short presentation (15 minutes), which will be followed by a discussion. The duration of the stakeholders' forum should not exceed 2 hours.
- For the stakeholders' forum interpreting from Greek to English and vice versa will be organized in case it is needed.
- All the participants at the stakeholders' forum have to be informed that the forum will be recorded.
- The Greek partner will cover the costs of technician from the TRAMIG budget.

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### 5. AGENDA OF THE WORKSHOP

- 30.9.: Reggio Emilia workshop.
- 1.10.: Thessaloniki workshop.
- 2.10.: Stakeholders forum, project meeting.
- Agenda of the workshop will be send by organizers to the coordinator by the end of the week (11 September 2020)

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### 6. EUROPASS MOBILITY

- Europass is a mobility certificate. Thus, we cannot issue it, if the mobility to another state was not carried out.
- Organizers of workshops will issue a certificate with the description of skills for volunteers.

*Minutes prepared by SP in cooperation with NKP, and proposed to the participants on 8 September 2020. Tacitly approved by all participants on 9 September 2020.*

*Attachments: none*