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EULALIA: European Latin Linguistic Assessment

Kick-Off Meeting

Bologna, November 7th-8th 2019

AGENDA

Location:

**University of Bologna
Via Zamboni 38 (piano terra, Sala Roveri)
40126 Bologna**

Participating Institutions:

**University of Bologna (UNIBO) – Italy
Università Cattolica del Sacro Cuore – (UCSC) Italy
University of Köln (UK) – Germany
University of Rouen Normandie (UR) - France
University of Salamanca (USAL) - Spain
University of Uppsala (UU) – Sweden**



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Tuesday, November 7th, 2019

Morning Programme:

Morning Plenary Session Location/room: Sala Roveri – via Zamboni 38	
09.00 - 9.15	Welcome and Introduction (Unibo) Prof Francesco Citti – Director of the Department of Classical Philology and Italian Studies Dr. Francesco Girotti - Coordinator of the EU Projects Unit International Relations Division – University of Bologna
9.15-9.45	General overview of EULALIA (Unibo): prof. Lucia Pasetti <ul style="list-style-type: none">▪ Agenda presentation▪ Project background, Main objectives and phases
9:45-10.45	Brief presentation of each Partner's institution and project team, 10 min per Partner (All Partners) –
10.45-11.15	Coffee break
11.15 -13.00	Project Structure and Project Plan (Unibo): prof. Lucia Pasetti, Chiara Gianollo, Daniele Pellacani <ul style="list-style-type: none">▪ Transversal activities: Monitoring, Evaluation, Dissemination▪ Intellectual Outputs (core activities)▪ Multiplier events▪ Transnational partners' meetings▪ Joint Staff Training Events Open discussion about the Project Plan and activities (All Partners)
13.00 – 14 30 (Net)Working Lunch	



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Tuesday, November 7th, 2019

Afternoon Programme

Afternoon Plenary Session Location/room: Sala Roveri – via Zamboni 38	
14:30-15:30	Intellectual Output n.1 (IO1): UNIBO prof. Lucia Pasetti, Chiara Gianollo, Daniele Pellacani) <i>Objectives, tasks and activities, expected results, timetable</i> Brainstorming and Discussion
16.00-16.30	Transversal activities: Dissemination (University of Salamanca) Dissemination plan, project Logo, Multiplier Events, Dissemination tools Brainstorming and Discussion
16.30 - 16.45	Project web site – (UNIBO prof. Lucia Pasetti, Chiara Gianollo, Daniele Pellacani)
16.45-17.00	Next Steps and Partners' Todolist for IO1 and Dissemination
17.00 End of meeting day 1	



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Friday, November 8th 2019 Morning Programme:

Morning Plenary Session Location/room:	
9.30-10.30	Financial and Administrative Issues (UNIBO: Barbara Vetturini, Francesca Magrefi) <ul style="list-style-type: none">▪ Budget and financial rules of Erasmus+ Strategic Partnerships▪ Timesheet▪ Supporting documents for reporting▪ Bilateral Partnership agreement tasks and responsibilities, budgets Brainstorming and Discussion
10.30-11.00	Transversal activities: EVALUATION (University of Köln) <ul style="list-style-type: none">▪ Evaluation and Quality Assurance▪ Evaluation of the kick off meeting survey
11.00-11.20	Coffee break
11.20-11.50	Transversal activities (UNIBO: Lucia Pasetti, Francesca Magrefi) <ul style="list-style-type: none">▪ Project Management framework▪ Steering Committee and QA Committee appointment▪ Internal Communication strategy
11.50-12.30	Transversal activities (UNIBO: Lucia Pasetti) <ul style="list-style-type: none">▪ Work consolidation of the "to do list"▪ next conference call▪ next meeting in Rouen▪ first interim report (F. Magrefi)▪ Conclusion remarks (Lucia Pasetti)
12.30 End of meeting day 2	