

# Minutes Final Project Meeting CO-BUS-VET in Jelenia Gora, Poland 17<sup>th</sup> and 18<sup>th</sup> of June 2015

## 17<sup>th</sup> of June: Day 1

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**10:00** Welcome project partners

**10.30 – 12:30** Preparing final report

All partners talked about the form of the final report. We based our work on the application form and on the outcomes realized by the partners and identified in Quarter Mediation's website ([www.quartermediation.com](http://www.quartermediation.com)).

Below, this is the list of the outcomes realized:

- Multilingual business glossary
- Good practice examples
- How to set up a business in the countries involved in the project
- How to realize a business plan
- Video examples
- Comparative studies and link school – labour market
- Project poster
- eBook (the payment is ISBN is shared between the four involved partners)
- Project leaflets
- Newsletters

All partners agreed that the evaluation report will be ready **on the 10<sup>th</sup> of July**.

- **Summary** (by QM)
- **European Added Value** (by CPIFPM)
- **Objectives of the project** (by CPIFPM)
- **Partnership project achievements** (by CPIFPM)
- **Key competences** (by QM)
- **Horizontal issues** (by IES) → by the 10<sup>th</sup> of July

- **Workplan and tasks** (by QM)
- **Communication and cooperation** (by QM)
- **Evaluation** (by QM, IES and CPIFPM)

The common results will be added by Quarter Mediation and then each partner will fill its part.

- **Dissemination** ( it will be done by CPIFPM). Miguel will complete this part on the basis of the list of dissemination activities mentioned in the chapter F.2 from the application form.
- **Impact:** IES is in charge of this task. We will base ourselves on the application form, section D.6.
- **Problems encountered:** all partners agreed to mention the low number of partners involved in this project.

**We can find below the list of the outcomes we have to complete in the report:**

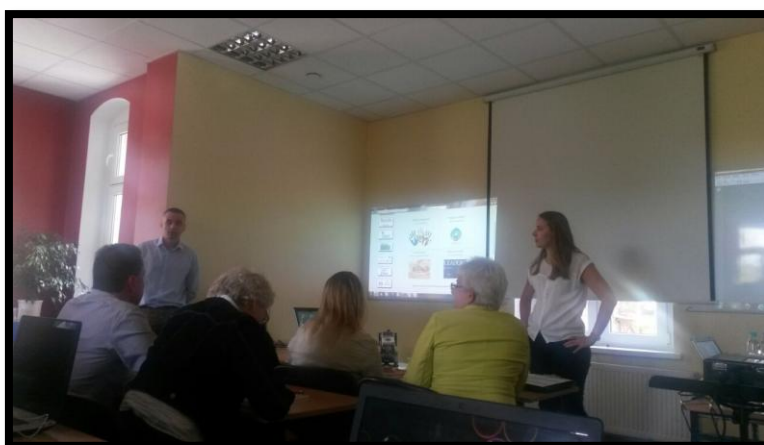
- 1) Project Logo
- 2) Project website
- 3) 3 newsletters
- 4) Business Games
- 5) Business Glossary
- 6) Poster exhibition
- 7) Digital Booklet?
- 8) Good practice examples
- 9) Videos
- 10) International conference “Entrepreneurship and social entrepreneurship”
- 11) International symposium organized in Poland for the dissemination of the project activities and results
- 12) eBook

**12:30 – 15:45 International Symposium**

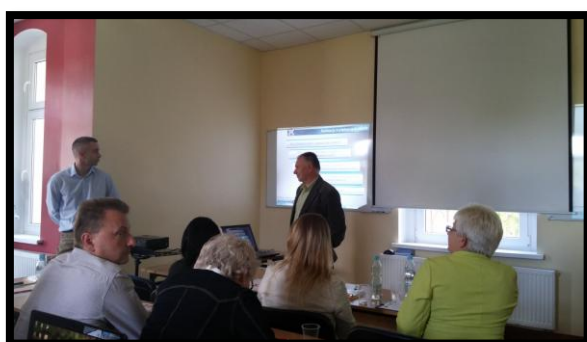




- 1) Welcome to international participants and symposium opening by Jolanta Ratynska (PCKK)
- 2) Presentation of the project by Cristina Stefan (Quarter Mediation)
- 3) Short presentations by each project partner

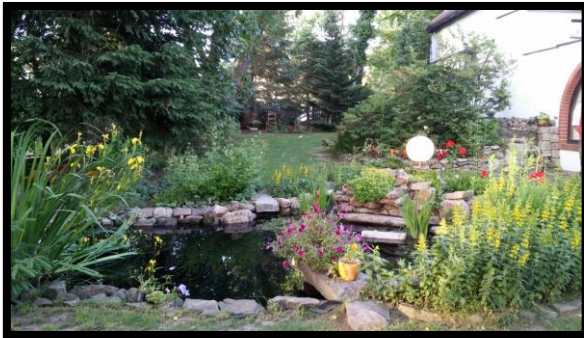


- 4) How we are teaching entrepreneurial skills in Vocational School – Teacher from ZST Mechanik
- 5) Vocational Forum – linking students with employers – Adam Lipiński, teacher from ZSMS
- 6) Lego Academy – project awarded in the competition “My own business” – Adam Pokosz, Student Economic University



**15:45 – 17:00** Lunch in a restaurant in the city center of Jelenia Gora

**19:30** Dinner in a restaurant in Jelenia Gora's surroundings



**18<sup>th</sup> of June: Day 2**

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**10:00 – 13:00** Tour around Jelenia Gora, Palaces sightseeing

