



## 2<sup>nd</sup> MEETING AGENDA

### PROJECT NR. 597875-EPP-1-2018-1-PT-EPPKA3-VET-JQ “Digital Tourism”

23 - 27/09/2019 – *ITE Scarpellini, Via Ciro Menotti, 11  
06034 Foligno (PG), Foligno, Italy*

**23-09-19**

Arrival to Hotel Italia ([http://www.hotelitaliafoligno.com/hifo/eng/?page\\_id=225](http://www.hotelitaliafoligno.com/hifo/eng/?page_id=225))

#### **First day – 24-09-19**

- 09.30 – 09.45 Welcome and setting up the scene (*ITE Scarpellini*)
- 09.45 – 11.00 Work Package 1 – presenting and discussing deliverables 1 (Project Management Handbook) and 2 (1<sup>st</sup> TPM Minutes) (*Sérgio Fernandes, INSIGNARE*)
- 11.00 – 11.15 *Coffee break*
- 11.15 – 12.45 Analysis of operative, financial and administrative project management (*Sérgio Fernandes, INSIGNARE*)
- 12.45 – 14.00 *Lunch*
- 14.00 – 14.30 Work Package 2 – presenting and discussing deliverable 2 (Digital Tourism Organizations Needs Analysis Questionnaire) relevant aspects (*Marijo Irastorza, CDEA*)
- 14.30 – 15.30 Work Package 2 – key conclusions to be developed during WPs 3 and 4 (*Marijo Irastorza, CDEA, and Elisabete Marques, INSIGNARE*)
- 15.30 – 15.45 *Coffee Break*
- 15.45 – 16.30 Work Package 3 – presenting and discussing deliverable 1 (Profile of the DT technician) (*Elisabete Marques, INSIGNARE*)

*End of Day 1*



## Second day - 25-09-19

- 09.30 – 11.00 Work Package 3 – presenting and discussing deliverable 2 (DTQ curricula) (*Elisabete Marques, INSIGNARE*)
- 11.00 – 11.15 *Coffee break*
- 11.15 – 12.30 Work Packages 3 & 4 – presenting and discussing WBL period (*Elisabete Marques, INSIGNARE, and Pieter van Schie, DFIW2W*)
- 12.45 – 14.00 *Lunch*
- 14.00 – 15.30 Work Package 4 – preparing deliverable 1 (Work-based Digital Tourism Qualification Forum) and 2 (Process of selection of the potential DTQ students for experimentation) (*Pieter van Schie, DFIW2W*)
- 15.30 – 15.45 *Coffee Break*
- 15.45 – 16.30 Work Package 4 – preparing deliverable 3 (Work Based Skills Assessment Protocol Requirements) (*Pieter van Schie, DFIW2W*)
- End of Day 2*

## Third day - 26-09-19

- 09.30 – 11.00 Work Package 5 – presenting deliverables 1 (Methodology on Quality Assurance Framework) & 2 (Midterm Evaluation Report) conclusions (*Luca Pagliaricci, EGINA*)
- 11.00 – 11.15 *Coffee break*
- 11.15 – 12.30 WP 6 – gathering Dissemination information and preparing Digital Tourism round table at EfVET's 2019 Annual Conference (*Valentina Chanina, EfVET*)
- 12.45 – 14.00 *Lunch*



14.00 – 15.30 Work Package 1 – preparing project intermediate report to be send to EACEA  
(*Sérgio Fernandes, INSIGNARE*) (I)

15.30 – 15.45 *Coffee Break*

15.45 – 16.30 Work Package 1 – preparing project intermediate report to be send to EACEA  
(*Sérgio Fernandes, INSIGNARE*) (II)

*End of Day 3*

### **Fourth day - 25-09-19**

09.30 – 11.00 WP 1 – Next meeting: The Netherlands (*Sérgio Fernandes, INSIGNARE, and Pieter van Schie, DFIW2W*)

- ✓ Progress required before this meeting;
- ✓ Key topics for discussion.

11.00 – 11.15 *Coffee break*

11.15 – 12.00 Meeting evaluation (*Luca Pagliaricci, EGINA*)

12.00 – 12.30 Farewell

12.45 – 14.00 *Lunch*

*End of the meeting*