

SMARTEL

Improving the process of education through the development of e-learning multimedia platform and smart classrooms
Erasmus+ CBHE Project No.
618534-EPP-1-2020-1-XK-EPPKA2-CBHE-JP

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ERASMUS+ CAPACITY BUILDING IN THE FIELD OF HIGHER EDUCATION PROJECT:

Improving the process of education through the development of e-learning multimedia platform and smart classrooms SMARTEL

KICK-OFF MEETING

Kosovska Mitrovica
08-09 February 2020

LIST OF PARTICIPANTS

Coordinating University of Priština in Kosovska Mitrovica

Prof. Dr Zdravko Vitošević, Rector of the University
Prof. Dr Nebojša Arsić, Dean of the Faculty of Technical Sciences

KEO Office

Ms Jehona Lushaku, Coordinator
Mr Goran Lazić, Branch Office Mitrovica

Representatives of the following institutions:

International Business College Mitrovica
University of Montenegro
University Adriatik Bar
University of East Sarajevo
University of Mostar
Technical University of Madrid
University of Malta
University of Ljubljana
CESIE

Monday, 8th February 2021

Zoom application

08:45 – 09:00	Registration of participants
09:00 – 09:30	Welcome and introduction <i>Prof. Dr Zdravko Vitošević, Rector of the University of Priština in Kosovska Mitrovica</i> <i>Prof. Dr Nebojša Arsić, Dean of the Faculty of Technical Sciences</i> <i>Jehona Lushaku / Goran Lazić Representatives of KEO</i> <i>A short video about host institution and the project</i>
09:30 – 10:30	Principles of the project management <i>Part A – Introduction</i> <i>Part B - Project Management</i> <i>Part C – Budget (Staff, travels, costs of stay)</i> <i>Part D – Budget (equipment and subcontracting)</i> <i>Part E - Changes to the Grant Agreement</i> <i>Part F – Reporting</i> <i>Prof. Dr Sinisa Ilic, coordinator, University of Pristina in Kosovska Mitrovica</i>
10:30 – 11:00	Coffee break
11:00 – 12:30	Presentation of project participants and results of D1.2 <i>University of Pristina in Kosovska Mitrovica</i> <i>International Business College Mitrovica</i> <i>University of Montenegro</i> <i>University Adriatik Bar</i> <i>University of East Sarajevo</i> <i>University of Mostar</i>
12:30 – 13:30	Lunch break
13:30 – 14:30	Presentation of project participants and results of D1.1 <i>Technical University of Madrid</i> <i>University of Malta</i> <i>University of Ljubljana</i> <i>CESIE</i>
14:30 – 15:30	Presentation of the project activities <i>Prof. Dr Sinisa Ilic, coordinator, University of Pristina in Kosovska Mitrovica</i> <i>Prof. Dr Nenad Jovanovic, UPKM,</i> <i>Prof. Dr Branimir Jaksic, UPKM</i>
15:30 – 16:00	Conclusions of the first day of the meeting

Tuesday, 9th February 2021

Zoom application

08:45 – 09:00	Gathering and registration of participants
09:00 – 10:00	Project Management Board meeting - Financial and operative management of the project <i>Prof. Dr Siniša Ilić, Project Coordinator</i>
10:00 – 10:30	Assignment resources to creating Project Management Bodies <i>Prof. Dr Siniša Ilić, Project Coordinator</i>
10:30 – 11:00	Quality Board meeting - Quality plan establishment <i>Prof. Dr Saja Kosanovic, University of Pristina in Kosovska Mitrovica</i>
11:00 – 11:30	Coffee break
11:30 – 13:00	Project visual identity <i>Project logo - proposals' review and selection; Website design and content; Social networking profile - design and content; Project documentation design.</i> <i>Prof. Dr Saja Kosanovic, University of Pristina in Kosovska Mitrovica</i> <i>Dr Petar Milic, University of Pristina in Kosovska Mitrovica</i> <i>Prof. Dr Branimir Jaksic, University of Pristina in Kosovska Mitrovica</i>
13:00 – 14:00	Lunch
14:00 – 15:00	Activity plan for the next period <i>Prof. Dr Siniša Ilić, Project Coordinator, University of Pristina in Kosovska Mitrovica</i> <i>Prof. Dr Nenad Jovanovic, UPKM, University of Pristina in Kosovska Mitrovica</i> <i>Prof. Dr Saja Kosanovic, UPKM, University of Pristina in Kosovska Mitrovica</i>
15:00 – 15:05	Survey on the meeting quality
15:05 – 15.15	Conclusions of the second day of the meeting