

### Meeting agenda

Graz – 08<sup>th</sup> of October till 09<sup>th</sup> of October 2013

### YOUVET

**Initial Vocational Education for Disadvantaged Youth**

PROJECT NUMBER - 2013-1-AT1-LEO04-09872 1

#### Contact coordinator :

Michaela Meier

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#### Participants

Name	Organisation	Country
Ms Michaela Meier	Jugend am Werk Steiermark GmbH	Austria
Ms Christine Ebner-Haidacher	Jugend am Werk Steiermark GmbH	Austria
Mr Ingo Matthäus	BBW Beckmann & Scheller GmbH & Co. KG	Germany
Ms Linnéa Koop	BBW Beckmann & Scheller GmbH & Co. KG	Germany
Mr Tuncay Özdemir	Kapadokya Eğitim Akademisi Derneği	Turkey
Mr Mehmet Emin Bakay	EGECED	Turkey
Mr Bahittin Demir	EGECED	Turkey
Mr Kahraman Aksoydan	EGECED	Turkey
Mr Lukas Reitzer	Team Styria Werkstätten GmbH	Austria

## Monday, 07<sup>th</sup> October 2013 – Arrival

06:30 p.m.: meeting the participants at the hotel reception; Lunch is organised at a place very near to the meeting place at a typical **Styrian-restaurant “Steirerstubn”**. We will go there together.

06:45 p.m.: Dinner

## Day 1, 08<sup>th</sup> of October 2013

**Meeting-place: Welcome Tower, Jugend am Werk, Bahnhofgürtel 77/4<sup>th</sup> floor, 8020 Graz**

09:00-09:10 a.m.	<ul style="list-style-type: none"><li>• A warmly welcome to the participants</li><li>• Program for the next 2 days: Organisational procedures, such as time schedule and contents</li></ul> <p><i>Ms Michaela Meier</i></p>
09:10-10:10 a.m.	<ul style="list-style-type: none"><li>• Presentation of each partner organisation (10-15 minutes max)</li></ul> <p><i>All partners</i></p>
10:10-10:25 a.m.	Coffee break
10:25-12:00 a.m.	Thematic input on initial VET for disadvantaged youth in the partner countries <ul style="list-style-type: none"><li>• Presentation of the answers to the project-related questions</li><li>• What does this mean for the project? Exchange and discussion</li></ul> <p><i>All partners</i></p>
12:00-1:30 p.m.	With organized shuttle-bus the participants will be transferred to lunch and the meeting-place for the afternoon; Kärtnerstraße 131, 8020 Graz The afternoon-session will also take place there: <ul style="list-style-type: none"><li>• Lunch at the Training centre for Integrative Vocational Education (Invitation by Jugend am Werk)</li></ul> <p><i>All participants</i></p>
01:30-03:00 p.m.	<ul style="list-style-type: none"><li>• Initial vocational education for disadvantaged youth: Preparation for the labour market</li><li>• Visit of the internal workshops (metal working, woodworking, electrical engineering) for professional orientation and vocational preparation</li></ul> <p><i>Ms Christine Ebner-Haidacher</i></p> <ul style="list-style-type: none"><li>• Opportunity for questions, exchange and discussion</li></ul>

	<i>All participants</i>
03:00-03:20 p.m.	Coffee break
03:20-05:00 p.m.	<ul style="list-style-type: none"> <li>• Dissemination ... distribution of tasks <ul style="list-style-type: none"> <li>- Dissemination strategy (prepared template)</li> <li>- Dissemination reports from all partners and documentation material of dissemination activities (deadline: 01/2014, 06/2014, 01/2015, 06/2015)</li> <li>- Project logo: if all partners agree – ready ☺!</li> <li>- Webpage: <a href="http://www.youvet-project.eu">www.youvet-project.eu</a> (structur is already done)</li> <li>- Project folder should be designed, content – how to handle?</li> <li>- 4 Project newsletters (deadline: 11/2013, 05/2014, 11/2014, 06/2015)</li> <li>- Articles (online or print media) – 07/2015</li> </ul> </li> <li>• Evaluation progress reports from all partners (deadline: 11/2013, 03/2014, 06/2014, 11/2014, 03/2015, 06/2015)</li> </ul> <p><i>Ms Michaela Meier (contribution by all partners)</i></p>

## **Day 2, 9<sup>th</sup> of October 2013**

### Meeting-point:

Your accommodation hotel is located in a pedestrian area.

Therefore it would be fine when all partners will wait at the “Lendplatz” parking space at 8:30 a.m.

The parking space is opposite the Restaurant “Steirerstubn” where we had our common dinner at the arrival-day.

With organized shuttle-bus the participants will be transferred from the meeting-point to the location of our 2<sup>nd</sup> Austrian Partner “Team Styria”, Triesterstraße 388-384b, 8055 Graz.

09:00-10:30 a.m.	<ul style="list-style-type: none"> <li>• Welcome at “Team Styria”</li> <li>• Guided tour through the workshops and manufactory of the Team Styria Werkstätten GmbH</li> </ul> <p><i>Mr Lukas Reitzer</i></p>
10:30-10:45 a.m.	Coffee-break

10:45-12:30 a.m.	<p>Working groups to develop matrix for analysis of definitions of disadvantages in European countries (part 1)</p> <ul style="list-style-type: none"> <li>• Description and analysis matrix for definition of disadvantages for young people in initial VET</li> </ul> <p><i>All partners</i></p>
12:30-01:30 p.m.	Lunch (invitation by Team Styria)
01:30- 02:30 p.m.	<p>Working groups to develop matrix for analysis of definitions of disadvantages in European countries (part 2)</p> <ul style="list-style-type: none"> <li>• Template to present results of a national investigation of what is considered a disadvantage for young people in VET in the own country</li> </ul> <p><i>All partners</i></p>
03:30- 03:40 p.m.	<p>2<sup>nd</sup> Phase – Definitions of disadvantages Analysis of definitions and approaches to disadvantaged youth in initial VET in the partner countries especially focusing on criteria and definitions</p> <p><i>All partners</i></p>
03:40:04:00 p.m.	Coffee break
04:00-05:00 p.m.	<p>Agreement on project plan</p> <ul style="list-style-type: none"> <li>• Meeting minutes and "to do table" uncluding tasks and deadlines for next project phase</li> <li>• Administrative issues (meeting minutes, documentation sheets ....)</li> <li>• Arrangement 2<sup>nd</sup> meeting</li> </ul> <p><i>Ms Michaela Meier (contribution by all partners)</i></p>