Implementation of Leonardo da Vinci project - experience, tips, critical issues

Meeting New projects
Lifelong Learning programme, Call 2008

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15/12/2008 - Brussels
• Sharing of experience with partners
• Handbooks produced by national agencies, projects, DG EAC, EACEA
• Project manager
• Work plan
• Trust, communication
• Agreements
• Up-down periods, kick off meeting
• Co-operation with other organisations, projects, initiatives
• DG EAC ‘s portal
• Web page very soon
• Dissemination, exploitation plan each partner
• Difference between dissemination and exploitation
• Quality, testing
• Distribution
• Used in all partner countries and beyond
• European dimension and innovation
• **Evaluation of processes and results**
• **Quality criteria, indicators**
• **Standardized and non-standardized form**
• **Reports**
  • progress, final, internal, external, meeting
• **ADAM portal**
• Number and mode of installments
• Translations
• Time sheets
• Collect copies of costs of partners