April 10–12, 2017, Belgrade, Serbia

**Venue: <u>University of Belgrade - Faculty of Mining and Geology,
Đušina 7, 11 000 Belgrade, Serbia, 1st floor, room 152</u>**

AGENDA: TECHNICAL AND WORKSHOP MEETING WITH INTERNAL QUALITY ASSURANCE BELGRADE (DEV 3.3/DEV 3.4/WP5)

Meeting Day 1: April 10th

10:00 – 10:30   Registration of the participants and coffee

10:30 – 11:30   Terminological standards and guidelines with QA discussion (Dev 3.3, UB, UBL)

11:30 – 12:00   Coffee break

12:00 - 13:00   TERMI preparation and insertion tutorial (from Dev 3.4, UB)

13:00 – 14:30   TERMI preparation and insertion (from Dev 3.4)

14:30 – 15:30   Lunch break

15:30 - 17:00   TERMI preparation and insertion (from Dev 3.4)

Meeting Day 2: April 11th

10:00 – 10:30   Registration of the participants and coffee

10:30 – 11:30   BAEKTEL edX training (from Dev 3.4, UBL)

11:30 – 12:30   BAEKTEL edX best practices and QA discussion (Dev 3.4)

12:30 – 13:00   Coffee break

13:00 – 14:30   BAEKTEL edX workshop, part 1: *Every participant will work on creating new OER content. A demonstration will be offered by the moderator. Participants are expected to bring their own materials to incorporate in the course.*

14:30 – 15:30   Lunch break

15:30 – 17:00 **BAEKTEL edX** workshop part 2: *Every participant will work on creating new OER content. A demonstration will be offered by the moderator. Participants are expected to bring their own materials to incorporate in the course.*

Meeting Day 3: April 12th

10:00 – 10:30 Registration of the participants and coffee

10:30 – 12:30 Tuzla monitoring visit report and discussion (UNTZ)

12:30 – 13:00 Coffee break

13:00 – 15:00 Discussions about the sustainability of the project, quality report and other technical, financial and managerial issues (all partners)

15:00 End of meeting