## ANNEX II –National Dissemination Plans

## P1 – bfi Steiermark (AT)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | Level* | | | | | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | L | R | N | E | O | | | |
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | **Project updates to management staff** | From November 2013 | Graz, Austria | X | | | | | Staff | 3 | Copies of Email |
| Emails | **Project newsletter to all employees at the bfi Steiermark** | From April 2014 | Graz, Austria | X | X | | | | staff | 450 | Copies of Email |
| Meetings / Round Tables | **Meetings with the staff of the product development and quality management at bfi Steiermark** | From November 2013 on, every 6 months | Graz, Austria | X | | | | | Staff | 10 | Photographs, e-mails |
| Meetings / Round Tables | **Meetings with Management staff of bfi Steiermark** | From November 2013, every 6 months | Fürstenfeld, Austria | | X | | | | Staff | 3 | Photographs, e-mails |
| Publications / Newspapers / Magazines | **Newsletter article about the project start** | October 2013 | Austria | X | X | X | | | Employees and stakeholders of bfi Steiermark | 650 | Screenshot of newsarticle |
| Workshops | **Workshop about PLM at the bfi Steiermark** | January 2014 | Graz, Austria | | X | | | | Members of the product development and quality management at the bfi Steiermark | 10 | photographs |
| Presentations Conferences | **Presentation of project prohress / results to the bfi Steiermark Management** | Annual | Graz, Austria | | X | | | | Managers | 10 | Copy of Report |
| Presentations Conferences | **Presentation of project results to staff** | Annual | Graz, Austria | | X | | | | Staff | 70 | Copy of Presentation |
| Flyers / Posters | **Distribution of project Posters Flyers** | From March 2014 – As flyers are available | Styria, Austria | x | x | x | x | | Staff, Students, interested persons | 1.250 | Posters, Flyers |
| Pilots / Implementation | **Pilot of Q-PLM software** | April 2015 | Graz, Austria | X | X | X | | | Staff | 15 | Results of Pilot |
| Others | **Project information on public noticeboard** | From November 2013 - Regularly | Fürstenfeld, Graz, Austria | X | X | | | | Participants, Staff, General Public | 1500 | Photograph |

**\*** L = local; R = regional; N = national; E = EU; O = Outside EU

| | | Updated | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|

| **B) Outside your organisation** | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| E-Mails | | | | | | | | | | |
| Meetings | **Meeting with company using PLM software** | January 2014 | Graz, Austria | X | | | | | Managers | 3 | Photographs, meeting results |
| Workshops / Round Tables | | | | | | | | | | |
| Flyers / Posters | **Distribution of project posters to other VET providers** | From April 2014 – As flyers are available | Austria | | | X | | | Managers, Staff | 150 | Distribution List |
| Pilots / Implementation | **Implementation and testing of the PLM-Software** | From April 2015 | Austria | | x | x | | | Product developer, head of training centres, management fo bfi Steiermark, stakeholders | 30 | Distribution List |
| Conferences | **Final conference event** | June 2015 | Austria | | | x | | | Product developer, head of training centres, management fo bfi Steiermark, stakeholders, interested public | 50 | Participants list, photographs |
| Publications / Newspapers / Magazines | **Article for publication about the final conference event** | June 2015 | Graz, Austria | | X | | | | General Public | 40000+ | Copy of Article |
| Radio / TV | | | | | | | | | | |
| Internet | **Q-PLM page** | From December 2013 | Austria | X | X | X | X | X | Web Community | 10,000+ | Screenshop of Q-PLM webpage |
| Internet | **Q-PLM page on bfi website** | From October 2013 | Austria | X | X | X | X | | General Public, participants, interested persons | 4,000+ | Screenshot of Web Page |
| Internet | **Project updates on the bfi Steiermark Facebook page** | From October 2013 | Austria | | | X | X | X | General Public, participants, interested persons | 4,000+ | Screenshot of Facebook Page |
| Lobbying / Networking | **University of Economics and Business, Vienna** | October 2013 and January 2014 | Vienna, Austria | | | X | | | interested persons | 1 | Copy of e-mail |
| | **Donau-Universität Krems** | February 2014 | Krems, Austria | | | X | | | interested persons | 3 | Copy of e-mail |
| Others | **Kick off meeting for the Grundtvig, Leonardo da Vinci and Key Activity 4 selected in 2013** | 30-31 January 2014 | Brussels | | | | X | | European project managers | 50 | photographs |
| Others | **EU Project Kompendium of bfi Österreich** | March 2014 | Vienna, Austria | | | X | | | Austrian project managers | 150 + | Screenshot, copy |

## P2 – INIT Developments (DE)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | Level | | | | | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | L | R | N | E | O | | | |
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | | | | | | | | | | | |
| Meetings / Round Tables | | | | | | | | | | | |
| Publications / Newspapers / Magazines | | | | | | | | | | | |
| Workshops | | | | | | | | | | | |
| Presentations Conferences | | | | | | | | | | | |
| Flyers / Posters | | | | | | | | | | | |
| Pilots / Implementation | | | | | | | | | | | |
| Others | | | | | | | | | | | |
| **B) Outside your organisation** | | | | | | | | | | | |
| E-Mails | | | | | | | | | | | |
| Meetings | Introduction of Q-PLM outcomes and results to relevant training organisations on regional level (Berufsbildungswerk Beckmnan & Scheller; Fachhochschule des Mittelstands located i Bielefeld; Baltic College; University of Greifswald etc.) | Throughout project's lifetime | Schwerin, Greifswald, Bielefeld | x | x | x | | | VET provider, higher education training providers with strong service orientation to regional economy and business | Q-PLM will only introduced to CEOs, heads of institutes and/or heads of human resource departments; in total we might inform about 5-10 persons however in total this will effect approx. 2000 learners | Minutes and/or pictures |
| Workshops / Round Tables | | | | | | | | | | | |
| Flyers / Posters | Project posters and flyers will be distributed to training organisations and or stakeholders | After copies were received | Schwerin, Greifswald | | x | | | | VET providers, higher education providers, chamber for industry and trade with VET units, unions with VET units, general adult learning providers | 50 organisations | NA |
| Pilots / Implementation | | | | | | | | | | | |
| Conferences | | | | | | | | | | | |
| Publications / Newspapers / Magazines | | | | | | | | | | | |

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L = local; R = regional; N = national; E = EU; O = Outside EU

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|---|---|---|---|---|---|---|---|---|---|---|---|
| Radio / TV | | | | | | | | | | | |
| Internet | www.init-developments.eu | 02/2014 | Schwerin | x | x | x | x | x | All visitors of our website | Approx. 200 visitors/months | Screen shot of project website |
| Lobbying / Networking | Introducing project idea and products on meeting and events of local businesses, education providers etc. | Throughout the project's lifetime | Schwerin | | | | x | | Community and network of local businesses and education providers | Approx. 20 organisations | NA |
| Others | | | | | | | | | | | |

## P3 – Syntra West (BE)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | Level* | | | | | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | L | R | N | E | O | | | |
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | Mailings regarding events | 1x/project | | x | x | x | | | Syntra West and the other Syntra branches in Flanders | 15 organizational branches | Mail |
| Emails | | | | | | | | | | | |
| Meetings / Round Tables | Monitoring meetings | 8x/year | Bruges | x | | | | | Quality Manager and Sector Managers | 5 | Notes of meetings |
| Publications / Newspapers / Magazines | Newsletters: 1 for trainers and 1 for internal staff | 4x/year each | | x | | | | | 2.500 trainers and 250 staff | 2.750 approximately | Newsletters |
| Workshops | Workshop per sector | 2x/year | West-Flanders | x | x | | | | Business Developers of 20 sectors | 20 approximately | Notes of meetings |
| Presentations Conferences | | | | | | | | | | | |
| Flyers / Posters | | | | | | | | | | | |
| Pilots / Implementation | Testing and embedding actions of the project tools within Syntra | | West-Flanders | x | x | | | | Within several branches the tool will be tested and embedded | 4 to 6 campuses | Reports / evaluations |
| Others | | | | | | | | | | | |
| **B) Outside your organisation** | | | | | | | | | | | |
| E-Mails | Mailings regarding events, project results | 1x/year | | x | x | x | x | | Project Managers of different organisations, other VET- | 50 organisations | Mail |

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| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | L | R | N | E | O | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | providers | | |
| Meetings | Communication on the project during external project meetings | 10x/year | | x | x | x | x | | Other Project Managers and project contacts | 30 organisations | Mailing afterwards |
| Workshops / Round Tables | | | | | | | | | | | |
| Flyers / Posters | | | | | | | | | | | |
| Pilots / Implementation | Testing in other VET-providers | 1x/project | | x | x | x | | | Employment Agency Flanders, other VET providers | 5 organisations | Pictures, reports, evaluations |
| Conferences | | | | | | | | | | | |
| Publications / Newspapers / Magazines | Project Newsletter | 4x/project | | x | x | x | x | | To be sent out to all contacts in the Project Office network | 200 organisations | Mail + mailing list |
| Radio / TV | | | | | | | | | | | |
| Internet | Press releases, website, blog | 4x/project | | x | x | x | x | | Similar organisations of Syntra, project partners, prospects | Depending on the hits of the (new) website | Hits if available |
| Lobbying / Networking | | | | | | | | | | | |
| Others | | | | | | | | | | | |

## P4 – Fondo Formacion Euskadi (ES)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | L | R | N | E | O | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | Informative email about the project to ffeuskadi@ffeuskadi.net with the advances of the project | Every six months | | | X | | | | Workers of FFE | 60 | Copy of the email |
| Meetings / Round Tables | | | | | | | | | | | |
| Publications / Newspapers / Magazines | FFE e- bulletins | Every six months | | | X | | | | Workers of FFE, trainers | 100 | Copy of the e-bulletins |
| Workshops | | | | | | | | | | | |

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| Activities | Please specify if necessary (short description, names, | Date(s) Duration | Place | L | R | N | E | O | Characteristics of Target Group | Size / number of organisations / persons | Kind of documentation |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Presentations Conferences** | | | | | | | | | | | |
| Flyers / Posters | Distribution of leaflets/flyers in the information point of the organisation. | Continue (once the leaflet is prepared) | | | X | | | | Trainees, clients,... | 150 | photos |
| **Pilots / Implementation** | | | | | | | | | | | |
| Others | | | | | | | | | | | |
| **B) Outside your organisation** | | | | | | | | | | | |
| E-Mails | Informative email about the project to VET organisations, companies, .. with the advances of the project | Every six months | | | | | X | | Workers of the VET organisations, companies, .. | 500 | Copy of the email |
| Meetings | Others European projects meetings | 1 meeting every two months | Meetings place | | | | | X | People involved in EU projects | 60 | Meeting minutes |
| **Workshops / Round Tables** | | | | | | | | | | | |
| Flyers / Posters | Distribution of leaflets/flyers to organisations, training centres,.. | Continue (once the leaflet is prepared) | | | | | X | | VET managers, trainers, ... | 150 | |
| **Pilots / Implementation** | | | | | | | | | | | |
| Conferences | | | | | | | | | | | |
| Publications / Newspapers / Magazines | FFE e- bulletins | Every six months | | | | | X | | Workers of the VET organisations, companies, .. | 1000 | Copy of the e-bulletins |
| Radio / TV | | | | | | | | | | | |
| Internet | Information about the project in FFE website | Continue (periodically updated) | | | | | X | | All the interested people that access to the website | 2000 | |
| Lobbying / Networking | | | | | | | | | | | |
| **Others** | | | | | | | | | | | |

## P5 – Winnova (FI)

| Activities | Please specify if necessary (short description, names, | Date(s) Duration | Place | Level* L | R | N | E | O | Characteristics of Target Group | Size / number of organisations / persons | Kind of documentation |
|---|---|---|---|---|---|---|---|---|---|---|---|

**\*** L = local; R = regional; N = national; E = EU; O = Outside EU

| | titles, web-addresses etc.) | Frequency | | | | | | | | reached (approximately) | available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | Q-PLM Project group | 2/ mounth | | x | | | | | Q-PLM project workers | 3 | |
| Emails | manager of the developing department | | | x | | | | | | | |
| Meetings / Round Tables | WinNova International team | 4/year | | x | | | | | Project managers/ International | 8 | |
| Meetings / Round Tables | Project managers meeting | 4/year | | x | | | | | Project managers/ pedagogical and competence development | 10 | |
| Meetings / Round Tables | Developimg department meeting | 6/ year | | x | | | | | Project workers, coordinators | 12 | |
| Publications / Newspapers / Magazines | Aunar | 1/year | | x | | | | | staff | | |
| Workshops | educational managers, education providers etc. pilot group | 2 | | x | | | | | | | |
| Presentations Conferences | Quality management  team | 4/year | | x | | | | | Quality control and development team | 8 | |
| Flyers / Posters | Staff, teachers, | 2 | | x | | | | | | | |
| Pilots / Implementation | customer service unit | 2 | | x | | | | | Entrepreneur cooperation unit | 6 | |
| Pilots / Implementation | Educational managers representatives in fields | 2 | | x | | | | | Educational managers in PILOT fields | 3 | |
| Others | Facebook, ITW-blog, Intranet | 2/year | | x | x | x | | | International activities presentations to staff | 20-100 | http://intewin.blogspot.fi/ |
| **B) Outside your organisation** | | | | | | | | | | | |
| E-Mails | Pilot network | 10 | | | x | | | | Quality developing project network west Finland | 5 | |
| Meetings | Hyvin tekemistä Länteen project group, 5 training orgaisations | 2 | | | x | | | | Quality developing project network west Finland | 5 | |
| Workshops / Round Tables | Sedu.TAKK,Sataedu,Kankaanpää n  opisto | 2 | | | x | | | | Osaava –project network | 6 | |
| Flyers / Posters | project partners | | | | x | x | x | | | 30 | |
| Pilots / Implementation | Hyvin tekemistä Länteen project group, 5 training orgaisations | 1 | | | x | | | | Quality developing project network west Finland | 5 | |
| Conferences | Project seminar | 1 | | x | x | x | | | project partisipants, Stakeholders | 40 | |
| Publications / Newspapers / Magazines | Winnovaatio | 1 | | x | x | | | | Stakeholders, entrepreneurs | 100 | |
| Radio / TV | | | | | | | | | | | |

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|---|---|---|---|---|---|---|---|---|---|---|---|
| Internet | website, blog, facebook | | | | | | | | | | www.winnova.fi |
| Lobbying / Networking | CIMO, OAJ, AVI,ELY, OPH, AMKE administratives | 1-2 | | | | x | x | | Administratives like National agency ect | 10 | |
| Others | face to face -meetings | 2 | | | | x | | | project partners etc. | 5 | |

## P6 – City of Cork VEC (IE)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | Level* | | | | | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | L | R | N | E | O | | | |
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | Project updates to management staff | From November 2013 | Cork | X | | | | | Staff | 15 | Copies of Email |
| Emails | | | | | | | | | | | |
| Meetings / Round Tables | Meetings with Management staff | From November 2013 | Cork | X | | | | | Staff | 15 | Photographs |
| Publications / Newspapers / Magazines | Project Information in College Student Diary | September 2014 | Cork | X | | | | | Students | 1200 | Copy of Diary page |
| Workshops | | | | | | | | | | | |
| Presentations Conferences | Presentation of project prohress / results to College Board of Management | Annual | Cork | X | | | | | Managers | 10 | Copy of Report |
| Presentations Conferences | Presentation of project results to staff | Annual | Cork | X | | | | | Staff | 70 | Copy of Presentation |
| Flyers / Posters | Distribution of project Posters Flyers | From November 2013 – As flyers are available | Cork | | x | | | | Staff, Students | 1.250 | Copies of Posters, Flyers |
| Pilots / Implementation | Pilot of Q-PLM software | | Cork | X | | | | | Staff | 15 | Results of Pilot |
| Others | Project information on public noticeboard | From Noovember 2013 - Regularly Updated | Cork | X | | | | | Students, Staff, General Public | 2,000 | Photograph |
| **B) Outside your organisation** | | | | | | | | | | | |

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| | | | | L | R | N | E | O | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| E-Mails | | | | | | | | | | | |
| Meetings | Meeting with company using PLM software | January 2014 | Cork | X | | | | | Managers | 5 | Photographs, meeting results |
| Workshops / Round Tables | | | | | | | | | | | |
| Flyers / Posters | Distribution of project posters to other VET providers | From November 2013 – As flyers are available | Ireland | | | X | | | Managers, Staff | 5,000+ | Distribution List |
| Pilots / Implementation | | | | | | | | | | | |
| Conferences | | | | | | | | | | | |
| Publications / Newspapers / Magazines | Article for publication | During pilot phase | Cork | | X | | | | General Public | 10000+ | Copy of Article |
| Radio / TV | | | | | | | | | | | |
| Internet | Section on ITunesU site | From Summer 2014 | | | | X | X | X | Wide Academic Community | 30,000+ | Copy of ITunesU content |
| Internet | Q-PLM page on College Website | From early 2014 | | | | X | X | | General Public, Teachers, Students | 10,000+ | Copy of Web Page |
| Internet | Project updates on college Facebook and Twitter pages | From early 2014 | | | | X | X | X | General Public, Students, Teachers | 10000+ | Samples of pages |
| Lobbying / Networking | | | | | | | | | | | |
| Others | | | | | | | | | | | |

## P7 – CCIS (SI)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | Level* | | | | | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | L | R | N | E | O | | | |
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | e-mail to all employees at CCIS | 2014-1 x<br>2015 – 1x | | | | | x | | Directors from 25 branch chambers, 12 regional chambers and other employees | 112 persons in CCIS | e-mail |

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| Meetings / Round Tables | Meeting with director of Electronics and Electrical Industry Association Mr. Janez Renko | 1x | CCIS | | | x | | | Director of national sectoral organzization | 2 | Signature list |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | Meeting with director of Chemical Industries Association  Ms. Darja Boštjančič | 1x | CCIS | | | x | | | | 3 | Signature list |
| | Meeting with director of Chamber of Construction and Building Materials Industry of Slovenia Mr. Jože Renar | 1x | CCIS | | | x | | | | 2 | Signature list |
| | Meeting with director of Metal Processing Association Ms. Janja Petkovšek | 1x | CCIS | | | x | | | | 2 | Signature list |
| | Meeting with director of Furniture and Wood Processing Associationn, Mr. Igor Milavec | 1x | CCIS | | | x | | | | 2 | Signature list |
| | Meeting with director of Chamber of Agricultural and Food Enterprises, dr. Tatjana Zagorc | 1x | CCIS | | | x | | | | 3 | Signature list |
| Publications / Newspapers / Magazines | / | | | | | | | | | | |
| Workshops | / | | | | | | | | | | |
| Presentations Conferences | / | | | | | | | | | | |
| Flyers / Posters | Project flyers see below | | | | | x | | | | | |
| Pilots / Implementation | | | | | | | | | | | |
| Others - Intranet | Information about the project | | | | | | | | | | |
| **B) Outside your organisation** | | | | | | | | | | | |
| E-Mails | e-mail to all employees at CBE | | | | | x | | | Director and other education providers | 16 persons in Center for business education (CBE) | e-mail |
| E-Mails | To VET providers | | | | | x | | | | | |
| Meetings | Meeting with director of Center for business education (CBE), Ms. Barbara Krajnc | 1x | CBE | | | x | | | | 2 | Signature list |
| Meetings | Meeting with representative of Institute of the Republic of Slovenia for Vocational Education and Training (CPI) | 2x | CPI | | | x | | | National institute for VET | | Signature list |
| Workshops / Round Tables | / | | | | | | | | | | |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Flyers / Posters | At promotional stands infront of classrooms and halls for education | 1x | CCIS | | | | | | | | |
| Flyers / Posters | At promotional stands infront of classrooms and halls for education at CBE | 1x | CBE | | | x | | | | | |
| Flyers / Posters | Sent to CPI | 1x | CPI | | | x | | | | | |
| Flyers / Posters | Sent to VET providers | 1x | VET providers | | | x | | | | | |
| Pilots / Implementation | | | | | | | | | | | |
| Conferences | Presentation at other project meeting | 1x | CCIS | | | | x | Participants from other EU countries, metal and electrical industry | | Signature list |
| Conferences | Presentation at other conferences | 2x | CCIS | | X | | | VET providers | | Signature list |
| Publications / Newspapers / Magazines | e-newsletter Business weekly | 2013: 1x 2014: 2x 2015: 2x | | | | x | | Slovenian companies | 15.000 recipients | e-newsletter |
| Publications / Newspapers / Magazines | Business magazine Glas gospodarstva: article | 2015:1x | | | | x | | Directors of Slovenian companies | 11.000 recipients | Printed copy of magazine |
| Radio / TV | / | | | | | | | | | |
| Internet | SI: http://www.gzs.si/slo/skupne_naloge/izobrazevanje/projekt_q_plm | From November 2013 2014-update 2015 - update | | | | x | | | | Print screen |
| Internet | ENG: http://eng.gzs.si/slo/projects/57988 | From October 2013 | | | | | x | | | Print screen |
| Lobbying / Networking | | | | | | | | | | |
| Others | | | | | | | | | | |

# P8 - University Stefan cel Mare Suceava (RO)

| Activities | Please specify if necessary (short description, names, titles, web-addresses etc.) | Date(s) Duration Frequency | Place | L | R | N | E | O | Characteristics of Target Group | Size / number of organisations / persons reached (approximately) | Kind of documentation available |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **a) Inside your organisation** | | | | | | | | | | | |
| Emails | List_qplm@seap.usv.ro | On going | Suceava | X | | | | | Members of project staff | 7 | |
| Emails | allprof@seap.usv.ro 80 persones, members of the staff of Faculty of Economics and Public Administration Suceava | On going | Suceava | | | | | | Staff of the Faculty of Economics and Public Administration<br><br>Staff of Faculty for Education Sciences | 80<br><br><br><br>30 | |
| Meetings / Round Tables | 6 Meetings organised with local team members; Additional meetings/round tables will be organised or when ever needed. | After project meeting (4x) Before intermediary reports (2x) | Suceava | X | X | | | | Member of project staff | 10 | |
| Publications / Newspapers / Magazines | Scientific revue of the USV | 1 article / project | Suceava | X | X | X | X | X | Academics, researchers, teachers | NN | |
| Workshops | | | | | | | | | | | |
| Presentations Conferences | Conference of FSEAP / USV | 1 / year | Suceava | X | X | X | | | Members of academic staff from other institutions and VET providers in Romania | At least 50 persons | |
| Flyers / Posters | Flyers and posters of the project will be printed and posted in the university;<br><br>E-version of posters will be posted on the web page of the USV. www.seap.usv.ro | Permanent | Suceava | X | X | X | | | At least 25% from the number of the students will read the content; | 800 students | |
| Pilots / Implementation | | | | | | | | | | | |
| Others | | | | | | | | | | | |
| **B) Outside your organisation** | | | | | | | | | | | |
| Activities | Please specify if necessary (short description, names, | Date(s) Duration | Place | Level* | | | | | Characteristics of Target Group | Size / number of organisations / persons | Kind of documentation |

* L = local; R = regional; N = national; E = EU; O = Outside EU
* L = local; R = regional; N = national; E = EU; O = Outside EU

| | titles, web-addresses etc.) | Frequency | | | | | | | reached (approximately) | available |
|---|---|---|---|---|---|---|---|---|---|---|
| E-Mails | We will develop a data base with relevant VET providers. The Emails will be provided later | After intermediary results | On line | X | X | X | | | Common interests in improving the quality of training services | At least 40 | |
| Meetings | At least 2 meetings, 1 / year | After intermediary results | Suceava | X | X | X | | | Local stakeholders Regional VET providers | 10 | |
| Workshops / Round Tables | 2 workshops and round tables | | | X | X | | | | Local stakeholders Regional VET providers | NN | |
| Flyers / Posters | The posters/flyers in EN produced by the project partners will be sent to VET providers and to AJOFM (VET coordinating organisation) The posters will be placed on the web page of at least one VET provider | Permanent | Suceava | X | X | X | X | | Local VET provider VET regional coordination institutions | NN | |
| Pilots / Implementation | | | | | | | | | | | |
| Conferences | The local project member will use any opportunity to participate to conferences and to disseminate the project results | 1 / year | No information | X | X | X | | | Educators and VET Trainers, VET providers | NN | |
| Publications / Newspapers / Magazines | E-newsletter produced by USV / P8 will be send to the stakeholders | 3 / year | On line | X | X | X | X | | VET providers at national level | NN | |
| Radio / TV | Local radio stations | At least 1 / year | Suceava | X | X | X | | | Local VET beneficiaries and local and national VET Providers | NN | |
| Internet | Web page of USV | Permanent | On line | X | X | X | X | | | NN | |
| Lobbying / Networking | Information related to the project will be sent to the Ministry of Education | 1 / year | Bucharest | X | X | | | | Stakeholder Influencing the VET activity at national level | NN | |
| Others | | | | | | | | | | | |