

## MID-TERM AND STEERING COMMITTEE MEETING TRAIN4ORTHOMIS PROJECT

### *Online Vocational Training course on ergonomics for orthopaedic Minimally Invasive Surgery*

**Place:** KOMAG facilities. Gliwice (Poland)

**Agenda: Wednesday 14<sup>th</sup> October – Mid-term and Steering Committee meeting.**

Time	Subject	Responsible											
10:30	Welcome. Introductory issue. Scope of the meeting	KOMAG+IBV											
10:45	Management and financial aspects	IBV											
11:00	Final revision IO1- Results	CCMIJU											
11:30	<b>IO2 – Definition of VET Curriculum</b>	KOMAG - IBV											
	• e-learning objectives – KOMAG												
	• index - KOMAG												
	• structure of the course - methodology - IBV												
	• evaluation and self-assessment evaluation - IBV												
• recognition framework - IBV													
<b>IO3. Complete materials and contents of the course</b>													
12:15	<table><tr><th>Tasks</th><th>Leader</th></tr><tr><td><b>IO3</b></td><td rowspan="2">Development of the sessions contents MURNAU</td></tr><tr><td><b>Task1</b></td></tr><tr><td><b>IO3</b></td><td rowspan="2">Development of module self-evaluations MURNAU</td></tr><tr><td><b>Task2</b></td></tr><tr><td><b>IO3</b></td><td rowspan="2">Gathering of complementary materials IBV</td></tr><tr><td><b>Task2</b></td></tr></table>	Tasks	Leader	<b>IO3</b>	Development of the sessions contents MURNAU	<b>Task1</b>	<b>IO3</b>	Development of module self-evaluations MURNAU	<b>Task2</b>	<b>IO3</b>	Gathering of complementary materials IBV	<b>Task2</b>	MURNAU
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	<ul style="list-style-type: none"><li>• distribution of tasks</li><li>• deadline – expected dates for the development of the contents</li></ul>												
13:15	Dissemination activities – Progress report	KOMAG											

*Mid-term and Steering Committee meeting • 14<sup>th</sup> October 2015 • Gliwice (Poland)*

**LUNCH TIME**

14:30	Exploitation activities– Progress report	MURNAU
14:45	Project Management- Quality Plan	MURNAU
15:00	Future tasks	IBV
15:30	Others Issues	ALL