

Date	Time	Activity	Additional remarks
30 November 2014		Flights to The Netherlands and checking into hotel	
1 December 2014	09.15 – 09.30	Welcome at ROC Horizon College, location Heerhugowaard	Departure by train from Hoorn 08.50 Arrival HHW 09.06 Single ticket price €3.70 5 mins walk to college
	09.30 – 10.30	Introduction EMEU project: aims, roles, tasks and projectlogs	Frans van Schaik HC, Wim de Leeuw zaal
	10.30 – 10.45	Break	
	10.45 – 12.00	Introduction into EU ECVET TOOLKIT for Engineering Practical examples and future tasks for all teams	Rea Tuominen, JAO
	12.00 – 13.30	Lunch at college restaurant	Price lunch €12.55 pp
	13.30 – 15.30	Group and teamwork: Presentation of modules on offer in Spring 2015 *1	5 presentation rooms
	15.30 – 16.00	Guided tour through Engineering departments at Horizon College	Colleagues BK, VTT, MM, WtB
	16.00 – 16.30	Plenary session: questions and answers programme Day 1	Return to Hoorn 17.23 Arrival Hoorn 17.39 Single ticket price €3.70
	18.30 – 22.00	Surprise event	Price event €25pp

***1** = Presentation of modules Spring 2015: according to module format and including practical arrangements (arrival, accommodation, departure, etc.)

2 December 2014	08.45 – 09.00	Arrival at Horizon College, location Hoorn	Conference Room
	09.00 – 09.30	Plenary introduction session	Frans van Schaik, HC
	09.30 – 10.30	Introduction into Virtual mobility activities	Kent Andersen (SDE) / Frans van Schaik
	10.30 – 10.45	Break	
	10.45 – 11.45	Virtual Mobility activities in the EMEU project	All teams
	11.45 – 12.15	Plenary session	
	12.15 – 13.30	Lunch at theatre Brasserie	All teams
	13.30 – 17.00	Visits to team companies / Steering group session	All teams
	17.00	Evening off	

3 December 2014	08.45 – 09.00	Arrival at Horizon College, location Hoorn	Conference Room
	09.00 – 09.30	Plenary introduction session	Frans van Schaik, HC
	09.30 – 11.00	EMEU Website: configuration website and training in uploading information by partners	Louise Okon Willie, ATS Horizon College Computer room
	11.00 – 11.30	Project Quality Management procedures	Jon Harding, Bridgwater
	11.30 – 12.00	Final plenary session . agreements . project communication . project meeting 2: Bilbao Spain, ITS	All teams Introduction Carmen Romero Martin, ITS
	12.30 – 13.30	Lunch at school	€5pp
	Afternoon	Departure EMEU partners	

Cost of programme	=	Train travel	€ 7.50
		Lunch Monday	€ 12.50
		Dinner Monday	€ 25.00
		Lunch Tuesday	€ 25.00
		Lunch Wednesday	€ 5.00
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		Total	€ 75.00 (to be paid in cash)