



## GOSTEAM Kick-off Meeting

2021-01-13, 14:00 – 16:00, via Zoom

### Participants

Rosella, Luigi, Flora, Raija, Nicole, Manfred, Eugenia, Maria, Eleni, Margarita, Marinos, Irma, Abdulghani, Micael, Nick, Petter, Ali

- Ali opened the meeting.
- The three project management documents (management plan, Quality control, and Risk management plan) are ready and uploaded to the Project's drive.
  - o Upload the documents to the project website
  - o We decided to keep the names
- IO1/A1: Two documents are almost ready to be delivered by the end of January/first of February.
  - o Eleni presented the content of the reports and the current version of the documents.
  - o By January 22, the questionnaires will be collected from the schools.
  - o Considering above, some more time might be needed to analyse the survey and add the result to the report.
- IO1/A2: The report is being developed. 44 resources have been identified and documented. Also information has been uploaded to IOSO.
- Partnership agreements have been signed by NTUA, IDIS, and Ystad. We got the address from BGS. Irma will check if she has the address from EA and communicate with EA to get it signed.
- We still have not heard from UHR about the templates for reporting working days. Irma will select a template from our existing EU projects.
  - o Partners prepare the reports based on the template
  - o If UHR introduced any template later, partners will redo the reports, using new template.
- Dissemination:
  - o Dissemination report will be development by EA and NTUA. For that information about dissemination activities need to be documented:
    - A form has been prepared by EA, for the planned disseminations
    - A form has been prepared to report the dissemination, when it is done
    - These information will be used to prepare the dissemination report.
  - o Twitter and Face book accounts have been created by EA. Both accounts are called: GOSTEAMEU. An account will also be created on Research Gate.
  - o A poster has been been prepared.



- Dissemination materials in English will be ready by Sep 2021, when we have workshops.
- A Dissemination group was created to manage dissemination activities. The members are:
  - Eugenia (leader)
  - Maria, Nicol, Micael, rosella, Raja
- Next meeting: Feb 25, 2021 at 14:00