



## Program Kick-Off-Meeting "STELLA" from 08.-10 November 2017 at Cafe "Diana" in 61440 Oberursel, Bommersheimer Str. 60

**Organization:** Christine Halas and Christiane Lensch

Moderation of the working session: Kerstin Klepsch and Peter Furth

Minutes: Christine Halas and Christiane Lensch

## Wednesday, November 8

Morning	Arrival of the participants of the Kick-Off-Meeting
12.30 am	Common Lunch at Cafe "Diana"
2:00 pm	<ul> <li>Welcome and Presentation of the project team - Michael Thiele</li> <li>Agenda of the project (Project structure plan, Responsibilities for Workpackages and Handbook-Chapters, Milestones/Transnational Meetings/Multiplier Events) – German project team</li> <li>Discussion of EU-Rules related to finances and dissemination – Christiane Lensch</li> </ul>
3.30 pm	coffee break
4.00 pm	Quality assurance - Presentation of MSC videos - Kerstin Klepsch
4.45 pm	Board Meeting Caravan 2000 International
5.30 pm	General Assembly of Caravan 2000 International, event. presentation of ENTELIS
7.00 pm	Turkish Buffet at "Cafe Diana"

## Thursday, November 9

9.00 am - SWOT-Analysis

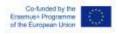
- Structure of the handbook and its chapters

Chapter 1 (Work Package 4) - Basic work skills: Organizational Skills. Responsibility:

Germany P1, cooperating partners: France P2, Greece P3, Italy P4.

Chapter 2 (Work Package 5) - Basic work skills: Social Behavior. Responsibility:

Turkey P9, cooperating partners: Lithuania P5, Netherlands P6.







Chapter 3 (Work Package 6) - Basic work skills: Team Ability. Responsibility: France P2, cooperating partners: Lithuania P5, Netherlands P6.

Chapter 4 (Work Package 7) - Basic work skills: Analytical Thinking. Responsibility: Sweden P8, cooperating partners: Turkey P9, France P2.

Chapter 5 (Work Package 8) - Basic work skills: Communication Skills. Responsibility: Greece P3, cooperating partners: Poland P7, United Kingdom P10. Chapter 6 (Work Package 9) - Basic work skills: Technical Skills. Responsibility:

United Kingdom P10, cooperating partners: Poland P7, Italy P4.

10.00 am Working in groups related to the chapters **1,2,5** of the handbook

12.30 am Common Lunch at Cafe "Diana"

1.30 pm Working in groups related to the chapters 3,4,6 of the handbooks

3.00 pm Coffee break

3.30 pm "Risks, chances and solutions" (all together)Parallel 3.30 pm Board Meeting Caravan 2000 Germany

4.00 pm General Assembly Caravan 2000 Germany

5.00 pm Speech on November 9, (Reichspogromnacht 1938): "Effects of NS-"Euthanasia" on

the German post war history

Afterwards common walk to the city, flower/candle ceremony and minute's silence at "Memorial of Oberursel victims of national socialism" (courtyard of Hospitalchurch)

for November 9 in Oberursel

7.00 pm Common dinner at Oberurseler Brauhaus (Ackergasse 13, 61440 Oberursel,

http://www.meinbier.de/)

## Friday, November 10

9.30 am Presentation of results of the working groups (responsibles of chapters)

Discussion and Feedback (Questionnaire)

Appointments, Dates, Requests to the Management

Group photo etc.

12.30 am Common Lunch at Cafe "Diana" and departure of the participants

