AGENDA: TECHNICAL AND WORKSHOP MEETING WITH INTERNAL QUALITY ASSURANCE
BELGRADE (DEV 3.3/DEV 3.4/WP5)

Meeting Day 1: April 10th

10:00 – 10:30  Registration of the participants and coffee

10:30 – 11:30  Terminological standards and guidelines with QA discussion (Dev 3.3, UB, UBL)

11:30 – 12:00  Coffee break

12:00 - 13:00  TERMI preparation and insertion tutorial (from Dev 3.4, UB)

13:00 – 14:30  TERMI preparation and insertion (from Dev 3.4)

14:30 – 15:30  Lunch break

15:30 - 17:00  TERMI preparation and insertion (from Dev 3.4)

Meeting Day 2: April 11th

10:00 – 10:30  Registration of the participants and coffee

10:30 – 11:30  BAEKTEL edX training (from Dev 3.4, UBL)

11:30 – 12:30  BAEKTEL edX best practices and QA discussion (Dev 3.4)

12:30 – 13:00  Coffee break

13:00 – 14:30  BAEKTEL edX workshop, part 1: Every participant will work on creating new OER content. A demonstration will be offered by the moderator. Participants are expected to bring their own materials to incorporate in the course.

14:30 – 15:30  Lunch break
15:30 – 17:00  **BAEKTEL edX workshop part 2:** Every participant will work on creating new OER content. A demonstration will be offered by the moderator. Participants are expected to bring their own materials to incorporate in the course.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>10:00 – 10:30</td>
<td>Registration of the participants and coffee</td>
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<tr>
<td>10:30 – 12:30</td>
<td>Tuzla monitoring visit report and discussion (UNTZ)</td>
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<td>12:30 – 13:00</td>
<td>Coffee break</td>
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<td>13:00 – 15:00</td>
<td>Discussions about the sustainability of the project, quality report and other technical, financial and managerial issues (all partners)</td>
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<td>15:00</td>
<td>End of meeting</td>
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