MECA PROJECT VIRTUAL MEETING

PROJECT STEERING COMMITTEE MEETING FOR THE INTERIM REPORT

07 APRIL 2017

MINUTES

Participants

1. Attila Bonyar, Lightware, Hungary
2. Peter Martinek, Lightware, Hungary
3. Slavka Tzanova, TUS Sofia, Bugaria
4. Massimo Ruo Roch, Politecnico di Torino, Italy
5. Oliver Krammer, BME, Hungary
6. Rafael Jimenes, INOMA, Spain
7. Magali Roue, INES-Solaire, France
8. Paolo Astengo, ASTEL, Italy
9. Etienne Sicard, INSA-Toulouse, France
10. Malenko Marinov, MASHO, Bulgaria
11. Gabriel Popescu, GEI, Romania
12. Norocel Codreanu, UPB-CETTI, Romania
13. Martin Klossek, eWorks, Germany
14. Mile Stakovski, UKIM, Macedonia
15. Elena Eyngorn, TU Berlin, Germany
16. Vladimir Stavrov, AMG Technoology, Bulgaria
17. Rosario Gil, UNED, Spain

Slavka presented the draft of the interim report. All partners are required to provide their specific information.

Discussion on the content to be provided for each point in the report.

Guidelines for the reporting documents for the interim financial reports by Slavka: time-sheets for each month, employment contracts, pay-slips. For the mobility for training events: mobility reports with all supporting documents: plane tickets, boarding passes, hotel invoices etc.

ToDo List

- To send all reporting documents for the interim report to Slavka until 20 April.
- To set up the entry point for the mCloud learning environment, BME, 31 may 2017.
- Next PSC virtual meeting for peer review of e-learning courses – on 19 September at 11:00 CET.