

MINUTES OF MEETING

Date	:	12.02.2020
Place	:	Skype Meeting
Participants	:	Prof. Dr. Fatih KONUKÇU (NKU) Prof. Dr. Lokman Hakan TECER (NKU) Prof. Dr. Selçuk ALBUT (NKU) Kadriye ÇİL (NKU) Sonya ENILOVA and TDCNM team Mamuka GVILAVA and CIVITAS team Vladimir FILIN and UKRMEPA team
Subject	:	Monthly Project Coordination Meeting – 15
		<ol style="list-style-type: none"> 1. NKU started the conversation by announcing the first issue of the meeting, Progress Report. Project Coordinator mentioned that all Reports from the partners were received and would be review and uploaded. TDCNM requested that its report be reviewed and commented. 2. NKU announced the news that the Financial Request form can be filled, signed and sent as JTS asked. All partners expressed their satisfactions. 3. The date and place of Next Congress/Project Coordination Meeting to be held in Georgia were decided as 26th - 27th March 2020 in Tbilisi. CIVITAS Team promised that they will send a Draft Agenda, official invitation letter for the participants and a request letter to SUM Yazılım Firm for Şemin Alp TUNÇER's participation in the meeting since his guide is crucial to finalise the online processes and integrated database. 4. NKU mentioned that integrated database and other training materials, i.e., DVD, Poster, Brochure to be used during EEP are ready and will be sent to the Partners until 21th February 2020. 5. The last issue of the meeting, Integrated database, were discussed by the participants broadly. TDCNM reported that there are minor errors in survey in Bulgarian, CIVITAS mentioned that they have difficulties in registering regions, schools, teachers and students while UKRMEPA mentioned that they were not able to register anything at all and asked from NKU to send a video film of the screen to explain how to register/edit/delete a region, a school, a teacher and a student. NKU promise to send such small training video until 14th February 2020. TDCNM Team mentioned that they have started training teachers in two schools and registered all schools, some teachers and students. NKU Team mentioned that they started training teachers completed to register all regions, all schools all teachers and almost half of the students, tested the survey and outputs of survey, registered data as pie chart and excel file and

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		<p>reported the comments to the contracted firm for further improvements. As for the MLW, NKU said that all monitoring data has been entered into integrated database and the outputs can be seen on the dashboard as charts and asked other partners to enter their results soon. CIVITAS, TDCNM and UKRMEPA reported that they realised monitoring but they have not entered the data into integrated database. .</p>
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