



Project title: “FACILITATE – AI: Guidelines for facilitating the learning of Artificial Intelligence (AI) by School Students of Grades 7-12”

Reference number: 2021-1-CY01-KA220-SCH-000032567

Implementation period: February 2022 – January 2024

Kick-off Meeting (TPM1)

10 - 11 March 2022

Venue of meeting: Cyprus Mathematical Society office

Address: 36 Stasinou street, office 102, 2003, Strovolos, Nicosia, Cyprus
or Online

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Version 1 date: 04.03.2022

Topic: FACILITATE-AI kick-off meeting-Nicosia

Time: 10 March 2022, 09:30 – 18:00

11 March 2022, 09:30 – 13:00

Join Zoom Meeting

<https://us06web.zoom.us/j/99010153448>

Meeting ID: 990 1015 3448

Agenda

Wednesday, 9 March 2022		
Time (EET)	Action	Presenter – Comments
All day	Arrivals	ALL
Thursday, 10 March 2022		
Time (EET)	Action	Presenter – Comments
09:30 – 10:00	<p>Meeting Starts</p> <p>P0. Cyprus Mathematical Society (CYMS) – Cyprus</p> <p>P1. Plovdivski University- Bulgaria</p> <p>P2. Instituto Politecnico Do Porto – Portugal</p> <p>P3. Universitatea Spiru Haret – Romania</p> <p>P4. Prof. Ivan Apostolov Private English Language School – Bulgaria</p> <p>P5. ITC Pacle Morante Limbiate – Italy</p> <p>P6. Institute of Accelerating Systems and Applications (IASA) - Greece</p> <p>P7. Doukas School- Greece</p> <p>P8. University of Cyprus - Cyprus</p>	<p>Welcome by the host and coordinator, Gregoris Makrides</p> <p>Short introduction/presentation by each partner organization and a few words for the participants self.</p>
10:00 – 11:30	<p>Discussion of Outputs</p> <ul style="list-style-type: none"> - Progress of R1 (AI Teaching Guide for teachers facilitating the learning of students in grades 7-12) - R1-A1: Pedagogical and Learning Framework for teacher facilitators (PLF) - R2-A2: Additional Modules focusing on the facilitation of the learning of AI by school students. <p>Discussion / Decisions</p>	<p>R1 Leaders: P7. Doukas School-GR</p> <p>Co-leaders: P5. ITC ELSA MORANTE School-IT</p>

11:30 – 11:45	Coffee Break	(Bring sweets from home)
11:45 – 13:00	Discussion of Outputs Action Plan for R2 (Training Course for Facilitators of learning in AI-STEAME Education) Discussion / Decisions	R2 Leaders: P1-Plovdivski University, BG Co-leaders: P2. Instituto Politecnico Do Porto – PT
13:00 – 14:30	Lunch break	
14:30 – 15:30	Discussion of Outputs Action Plan for R3 (Dynamic Online Learning Environment with OER on AI in interdisciplinary STEAME school subjected with a set of Blueprint Policy Recommendations) Discussion / Decisions	R3 Leaders: P4. Prof. Ivan Apostolov Private English Language School-BG Co-leaders: P0. CYMS
15:30 – 16:30	Presentation and Discussion of the: <ul style="list-style-type: none"> - Quality Assurance Plan, - The Risk Management Plan, - The Quality Assurance Statement and - The Indicators spreadsheet Formation of the project Quality Assurance committee	Leaders of QA: P8. UCY Co-Leaders of QA: P4. Prof. Ivan Apostolov-BG
16:30 – 17:00	Presentation and Discussion of the: <ul style="list-style-type: none"> - Dissemination Spreadsheets, - Dissemination Strategy and Plan, - Flyers, provide promotional content ideas, social media etc 	Leaders of Dissemination: P0. CYMS
17:00 – 17:30	Day 1 TO DO LIST	
20:00	Joint Dinner (more information will be given at the meeting)	

Friday, 11 March 2022

Time (EET)	Action	Presenter – Comments
10:00 – 10.30	Project image development: Project logo (already approved) Web design structure (www.facilitate-ai.eu) Facebook Page created	P0. CYMS
10:30 – 12:00	FINALIZATION OF DOCUMENTS & PLANNING: <ol style="list-style-type: none"> 1. Management and Reporting 2. Partnership Agreements to be signed 3. Quality Assurance Plan 4. Quality assurance statement (<u>Signed by all partners</u>) 5. Risk & Contingency plan 6. Indicators and monitoring 7. Dissemination plan, web site 8. Promotion activities and tools (<u>4 newsletters</u>, Press Releases etc.) 9. Evaluation of TPM1 10. Planning next Online meeting (May 2022) 11. C1 Training Event (LTTA) – Organizer: Prof. Ivan Apostolov-Bulgaria (July 2022) 12. Planning meeting 2 in Bulgaria-Plovdiv (November 2022) 13. Project's logo 14. Review Management plan/ Workflow 15. TPM1 TO DO LIST 	P0. CYMS & Partners
12:00 - 12:30	Questions, concerns, clarifications	All
11:00	Coffee during work	
	Departures	

Saturday, 12 March 2022

Time (EET)	Action	Presenter – Comments
All day	Departures	