

**3rd TECHNICAL MEETING TEXAPP**

28 March 2018, Vila Nova de Famalicão/PORTUGAL Meeting Venue: CITEVE facilities

(Rua Fernando Mesquita, nº 2785, 4760-034 Vila Nova de Famalicão)

28/03/2018 Wednesday

**AGENDA**

Meeting on Project Management and Dissemination Issues

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| 09:00-09:15 | *Registration* |
| 09:15 - 10:00 | Overview of the implementation process and semester workplan **by**  **EURATEX – Lead Partner** |
| 10:00 - 10:30 | Project Quality Management Issues: quality reports and external quality  report **by HCIA** and **TMTE** |
| 10:30 - 11:30 | Presentation of the Standard for Competences of SMEs (T.3.1) and  discussions **by all partners** / 5 minutes each |
| 11:30 - 11:45 | Coffee Break |
| 11:45 - 12:45 | Presentation of the Company Assessment Tool (piloting and reporting)  (T.3.2 & T.3.3) and discussions by **all partners** / 5 minutes each |
| 12:45 – 13:45 | Lunch |
| 13:45 – 14:45 | General overview of the TEXAPP HUB Action Plan (T.3.4), discussions, next  actions and agreements **by Euratex – Lead Partner** |
| 14:45 – 15:45 | General overview of the institutional setup (T.3.5), mobilization of sector’s  SMEs (T.3.6), MoU (T.3.7) and community of practice setup (T.3.10): discussions and agreements **by Euratex – Lead Partner** |
| 15:45 - 16:00 | Coffee Break |
| 16:00 – 17:00 | Presentation of the Training Courses (structure & reporting) (T.3.8 & T.3.9)  and discussions **by TCoE** |
| 17:00 – 18:00 | Updates on the Dissemination Plan & Activities, National Conferences and  Closing Conference – **by TMTE** |
| 18:00 – 18:15 | Conclusions and schedules |
| 18:15 | End of the meeting |
| 19:30 | Joint dinner (place tbc) |