

Pools-2

Producing Open Online Learning Systems 2 (too:-)

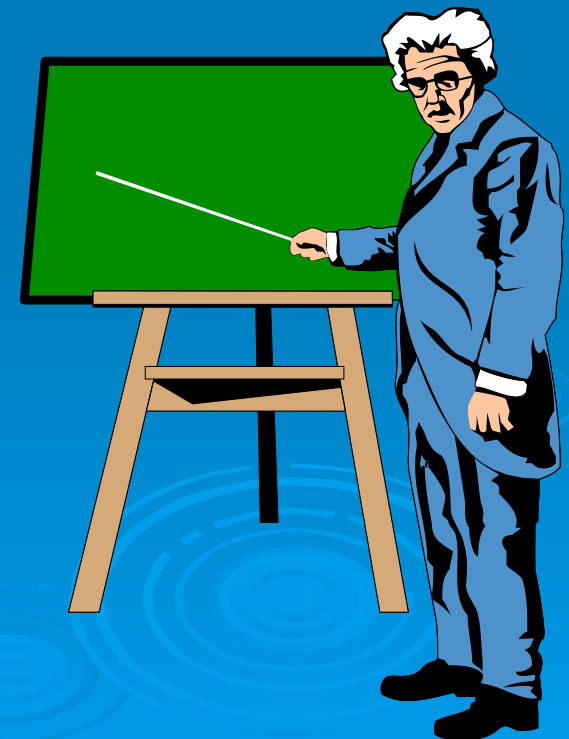
Madrid

January 11th to 15th 2010



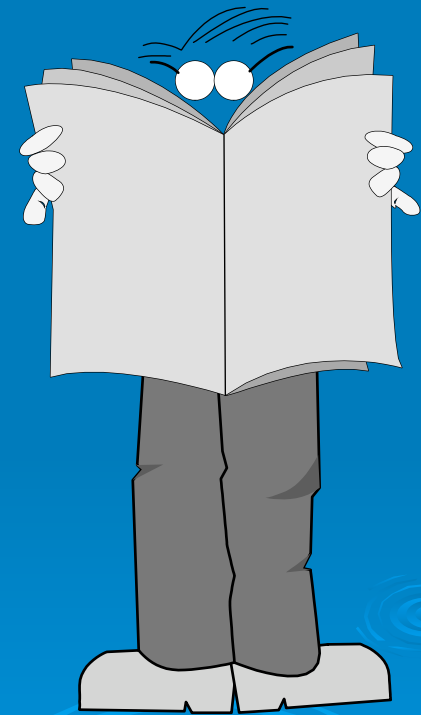
Workshop Purposes

- Teambuilding
- Experience the teacher and materials developer roles
- Overview of materials to be adapted and produced
- Check on work plan
- Check on future tasks
- Quality parameters to be decided for outputs and impact



Financial Handbook

- Direct, indirect, and other costs
- All “Direct” expenses must be documented and submitted with either original or verified signed copies
- Staff days must be based on documented cost per person
- Per diem rules: Use whichever is the lowest, i.e. local, national rules, or the per diems from the original budget
- Boarding passes are part of documentation
- All partners will be requested to document the staff costs and national per diem regulation.



Project documentation deadlines

- Quarterly report with staff sheets per participant every three months.
- Materials for interim and final reports every 12 months
- Dissemination report every 12 months
- Exploitation report every 12 months

