

AGENDA TaRgET MEETING

Friday 18 April 1997, Dublin

1.	WELCOME	9.00
2.	MINUTES OF THE PREVIOUS MEETING - Appendix 1	9.05
3.	REGIONAL PILOT PROJECT PRESENTATIONS	9.10
	Each partner - 10 min presentation	
	- topics to be highlighted: - short review of objectives; - current status of pilots - specific videoconferencing applications used - experiences of the trainers and trainees to date.	
	Coffee break	11.00
4.	DELIVERABLE 4 - Review (A.Gorissen/B. Tanner) Detailed Installation and Operational Plans	11.20
5.	DELIVERABLE 5 - Review (B. Black) Pilot Platform Operational	11.35
6.	TECHNICAL HELPDESK (B.Black) Partner Question & Answer Session	11.50
7.	ADDENDUM - TaRgET CONTRACT (G. McGuckin) PROJECT FINANCING	12.15
	Lunch break	12.30
8.	INTERIM REPORTING PROCEDURES (B.Tanner) Progress Reports From Partners Financial Reports From Partners	2.00
9.	TRANSNATIONAL CO-OPERATION WORKING GROUPS *Partners to group according to identified transnational groups - (Appendix 2). Project Management to distribute discussion plans for each group at the meeting.	2.15

10.	PLENARY DISCUSSION	3.00
	* outcomes from co-operation discussions	
	* concrete plans for transregional co-operation	
	 Coffee break	 3.30
12.	EVALUATION PROCEDURES - (A.Gorissen)	4.00
	Comments/Questions from Partners concerning Master Set	
	of Evaluation Questionnaires - Appendix 3	
13.	PLANS FOR NEXT PHASE	4.20
	Operational Plans (B.Tanner)	
	Technical Plans (B. Black)	
14.	ANY OTHER BUSINESS	4.40
15.	DATE AND PLACE OF NEXT MEETING	4.50
16.	CLOSING	5.00