

TASKS DIVISION	PORING DE- VELOPMENT AGENCY	MYCCI	BDF	MAKRO	EUROCREA MERCHANT	CRISTAL CLEAR- SOFT
WP1: PROJECT MANAGEMENT						
T1.1: Creation of a simple Procedure and Management manual	✓					
T1.2: Creation of the project management system, including the on-line management	✓					
T1.3: Daily management and coordination	✓					
WP2: METHODOLOGICAL FRAMEWORK						
T2.1: Analysis of materials and contents	✓	✓	✓	✓	✓	✓
T2.2: Analysis of tools for fieldwork	✓	✓	✓	✓	✓	✓
T2.3: Creation of the methodological framework		✓				
WP3: ANALYSIS OF NEEDS						
T3.1: Field work	✓	✓	✓	✓	✓	✓
T3.2: Production of Regional reports	✓	✓	✓	✓	✓	✓
T3.3: Report on analysis of needs			✓			
WP4: DEVELOPMENT OF TRAINING CONTENT						
T4.1: Identification and first classification of materials and contents	✓	✓	✓	✓	✓	✓
T4.2: Final selection of contents and materials to be developed				✓		
T4.3: Final selection of contents for the training area				✓		
T4.4: Treatment and adaptation of new materials and contents for the self-learning system				✓		
T4.5: Identification and classification of materials and contents regarding export manager				✓		
WP5: DEVELOPMENT OF SUPPORT CONTENTS						
T5.1: Identification and first classification of support materials and contents	✓	✓	✓	✓	✓	✓
T5.2: A limited map of support materials	✓	✓	✓	✓	✓	✓
T5.3: Final selection of support contents for the training area	✓	✓	✓	✓	✓	✓
T5.4: Adaptation of support materials and contents for the self-learning system MEN	✓	✓	✓	✓	✓	✓
T5.5: Identification and classification of support materials and contents	✓	✓	✓	✓	✓	✓
T5.6: Development of an electronic online glossary		✓				

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WP6: TRANSLATION						
T6.1: Translation of the “online glossary” and dissemination materials	✓	✓	✓	✓	✓	✓
WP7: DEVELOPMENT AND MAINTENANCE OF THE E-LEARNING PLATFORM						
T7.1: Description of technical requirements of the e-learning system						✓
T7.2: Programming of the e-learning system						✓
T7.3: Integration of information, knowledge and training materials and contents into the system						✓
WP8: ASSESSMENT/VALIDATION						
T8.1: Design of the validation and assessment methodology						✓
T8.2: Identification and selection of participants in the validation, assessment and implementation	✓	✓	✓	✓	✓	✓
T8.3: Validation report						✓
T8.4: Implementation of the improvements indicated in the validation report						✓
WP9: PILOT TEST						
T9.1: Pilot test	✓	✓	✓	✓	✓	✓
T9.2: Evaluation of the Pilot test in each partner country	✓	✓	✓	✓	✓	✓
T9.3: Evaluation of the Pilot test				✓		
WP10: DISSEMINATION AND VALORISATION						
T10.1: Development of methodology to perform awareness-raising workshops	✓					
T10.2: Organization of awareness-raising and training workshop	✓	✓	✓	✓	✓	✓
T10.3: Definition of the diffusion plan	✓	✓	✓	✓	✓	✓
T10.4: Elaboration of diffusion tools	✓	✓	✓	✓	✓	✓
T10.5: Execution of diffusion activities	✓	✓	✓	✓	✓	✓
T10.6: Closing conference, free access	✓					
WP11: EXPLOITATION						
T11.1: Elaboration of an exploitation plan	✓	✓	✓	✓	✓	✓