

**“EQUAL OPPORTUNITIES FOR ACCESS TO QUALITY LEARNING THROUGHOUT LIFE”**

**Grundtvig contact seminar  
Mallorca – 26<sup>th</sup>- 29<sup>th</sup> October 2009.**

**DRAFT AGENDA**

**TUESDAY 26 OCTOBER**

14h00 Monday onwards	Arrival and registration of the participants. Handling documentation
18h00	Preparation of stands for the European Fair
19h00	Welcome reception. Ice breaking, getting to know each other.
20h00	Visit to the European fair, presentations and dinner

**WEDNESDAY 27 OCTOBER**

09h00 – 09h15	Official opening of the seminar by the Educational Authorities
09h15 – 10h00	Plenary session: Introduction to the programme with specific emphasis on Grundtvig Partnerships, and to the theme of the seminar.
10h:00 – 10:45	Plenary session: Presentation of the application form and the application process. Key elements of a good Project
10h45 – 11h15	Presentation of good practice examples in adult education.
11h15 - 11:45	Coffee break
11h45 – 13h30	Workshops: Reflexion on the main points in the design of a project.
13h30 – 14h45	Lunch
15h00 – 16h00	Group work: initial brainstorming on project ideas.
16h00 – 16h30	Coffee break
16h30 – 18h30	Working groups
19h00 onwards	Social programme and dinner

**THURSDAY 28 OCTOBER**

09h00 – 11h00	Workshop: working on projects
11h00 – 11h30	Coffee break
11h30 – 13h30	Working groups: preproposals preparations: short introduction of project ideas, question and answer session. Presentation by means of quick concept maps on flip chart or posters
13h30 – 15h00	Lunch
15h30 – 16h45	Working groups
16h45 – 17h00	Coffee break
17h00 – 18h30	Working groups
18h30 onwards	Social programme and dinner

**FRIDAY 29 OCTOBER**

9h00 – 10h00	Finalising draft projects/preparing presentation of draft projects
10h00 – 11h30	Presentation and discussion on projects presented
11h30 – 11h45	Coffee break
11h45 – 12h30	Evaluation and conclusions of the seminar, official closing
13h30 – 15h00	Lunch
15h30	Departure of participants