WORKPLAN for Project Year 1

Ref.nr/ Sub-ref nr	Title	Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
WP.1	**(PRP): Strengthening TSDCs in PC HEIs**	**78**												
1.1	Study of the European best practice experience	10		xx	xx==	xxxx								
1.2	Conducting local need analysis	10				xx	xxxx	xxxx						
1.3	Development of operational plans for TSDCs	8						xxxx	xxxx					
1.4	Capacity building of TSDCs' staff	10						xx	====	====				
1.5	Capacity building of TSDCs' trainers	20							xx	====	====	xx	====	====
1.6	Establishment of electronic T&L infrastructure	20								xxxx	xxxx	xxxx	xxxx	xxxx
WP.3	**(DEV): Creating Virtual Academy of T&L (VATL)**	**8**												
3.1	Defining functionalities and the design of the conceptual model for VATL portal	8											xxxx	xxxx
WP.5	**(QPLN): Quality Control & Monitoring (QC&M)**	**5**												
5.1	Establishment of the project QC&M bodies	1		x										
5.2	Internal monitoring & evaluation of project activities	2						x						x
5.4	Annual external quality control activities	2												xx
WP.6	**(DISS): Dissemination & Exploitation**	**27**												
6.1	Creation & maintenance of the project website	14		xxxx	xxxx	xxxx				x				x
6.2	Publication & dissemination of information materials and the teacher's handbook	12				xxxx		xxxx						xxxx
6.3	Organisation of press conferences & interviews	1							x					
WP.7	**(MNGT): Management**	**36**												
7.1	Establishment of the project management bodies	2	xx											
7.2	Organisation of the kick-off and coordination meetings	4		xx					==					
7.3	Overall project management & administration	24	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx