



Results on the ‘To Do list’ for the kick-off meeting

Deadline	Task	Responsible partner	Result
15/02/2016	To send to the partners the guidelines for learning outcomes definition	TUS	Done
17/02/2016	To ask on 17 th February the KA experts about the mobility for project meetings; financial report template; mobility for dissemination (attending conferences); reporting (unit costs); is report of co-financing necessary?	TUS	Done
22/02/2016	Project Web page with all documents published: http://meca-project.eu/	TUS	Done
29/02/2016	Example of need analysis questionnaires for teachers	UNED	Done
29/02/2016	Example of need analysis questionnaire for learners.	UNED, OUN	Done
31/03/2016	QA plan	OUN	Done
31/03/2016	First draft of the concept for the technical cloud environment.	eWorks	Done
31/03/2016	Each HEI to be ready with the final topics of the courses and the learning outcomes for each course.	TUS, INSA, POLITO, TUB, UKIM, BME, CETTI, UNED	Done
30/04/2016	Information from the HEIs for the available infrastructures at each (micro) electronics department.	TUS, INSA, POLITO, TUB, UKIM, BME, CETTI, UNED	Done



30/04/2016	Need analysis questionnaire – to be answered by all partners, their teachers, students, enterprises	All except OUN and eWorks	Done
31/05/2016	Analysis of the feasibility of all three clouds at each HEI, 2d PSC meeting	TUS, INSA, POLITO, TUB, UKIM, BME, CETTI, UNED	Done
31/05/2016	Need analysis report by each partner, 2d PSC meeting	All except OUN and eWorks	Done