

REFINE Work Plan Tartu, Estonia

Project: REFINE				
Stage in life of project	Outputs: By the end of this stage we will have achieved / produced	Activities leading to this output	Activity to be started by this date and completed by this date	Partners / Persons involved
YEAR 1 2004 1 Preparation of testing activities	Concrete plans and a detailed work programme	National group meetings Preparing of testing tools (Euro CV, portfolio, guiding information)	January to July 2004	Estonian network
2 Testing	Sector reports on results of the tests; national report	Testing of tools (Portfolio, Euro CV) with real candidates in 3 sectors (youth, vocational education, higher education)	August to October 2004	Estonian network
3 Partners Meeting 1	Meeting report	Preparation of meeting Report from each test activity Working meeting to share experiences and develop methodology for comparative work	October to November 2004	Estonian co-ordinator + 2 representatives from national network
YEAR 2 2004-5 4 Comparison of results	Comparative reports from sectoral associations and national networks	Work in national groups and virtual groups to compare result and review tools Sharing experience and finding out needs for cooperation between sectors in Estonia	December 2004 to June 2005	Partners and Estonian network
5 Evaluation of testing and quality assurance arrangements	Recommendations for modifications	Work in national and European networks to identify modifications to tools, procedures, and quality arrangements	July to September 2005	Partners and Estonian network
6 Partners Meeting 2	Final report on comparison of modifications	Preparation of meeting Comparative analysis Modification tools	October to November 2005	Partners and Estonian network
7 Dissemination of results	Dissemination event	Preparation of event 2-day conference with workshops	November 2005	Estonian co-ordinator + 2 representatives from national network Open invitation to participate
8 Writing of report and recommendations	Final report to Commission	Liaison and writing	October to December 2005	Co-ordinator and partners