



**PRO.Women  
Bilateral Meeting  
7-10 October 2016 Nicotera,  
Italy**

# Bilateral MEETING REPORT

*Bilateral MEETING 7-10 October 2016 – Nicotera – Italy*

## *MINUTES MEETING*

*List of participants in the bilateral meeting of Pro.Women in Nicotera.*

ORGANIZATION	PARTICIPANT
<b>Giovani per l'Europa (Italia)</b>	Francesca Perfidio; Ferdinando Comerci
<b>Mad For Europe</b>	Katia Maccarone ; Álvaro García-Solans Molina

**Saturday 08/10/2016**

An extra- meeting with the Spanish partner was necessary to organize in detail the platform necessary for the implementation of the E-learning activity. Intellectual Output Nr.1 (O1) that is the E-Learning Course. MAD for Europe, responsible of the online web and platform, has leaded this session and Giovani per l'Europa staff participated with their opinions and commentaries.

Below the most important points about its implementation:

a) Creation of a new page on the main menu of the website, called E-learning Platform with a Registration Form for interested women and other stakeholders;

b) Creation of 8 new pages on the left menu of the website for the E-Learning training in each partner languages, where there will be uploaded the translated Training Modules, the new Facebook group that will be like a forum where participants can share their ideas and the Expert person for each country that will answer to all doubts and give further information upon request. The data on these translated pages would be in the partners languages and will include Name and Surname of the Expert, E-Mail Contact, Availability Day and Hours, Main Competences and each partner will provide this information to MAD for Europe;

c) Creation of 5 questions for each module so that women attending the E-Learning Course can finalize it, by answering to these questions, sending them to the responsible persons and receive by e-mail an Attendance Certificate.

It was also essential to designate a tutor for each organisation so that he could provide support to participants who had questions, doubts or wanted to learn more about the forms.

**10/10/2016**

Since the partner Mad for Europe, entered later into the project, replacing the organization Instituto de Turismo de la Región de Murcia, a meeting was necessary to verify that the partner is in step with the other partners of the project and has been confronted to resolve some critical issues, arising from the speeding up of the results to be produced in a short time.

- Final Evaluation of the bilateral meeting in Nicotera
- Certificate Ceremony