

**Student Entrepreneurship in Europe**  
2015-2017

# MEETING MINUTES

## 1<sup>st</sup> project meeting

### **Pardubice, Czech Republic**

*EDUCA Pardubice*

**29<sup>th</sup> November – 1<sup>st</sup> December, 2015**

#### **1) Programme**

##### **Monday, 30<sup>th</sup> November**

- 08.30 – 09.00: introducing all partners
- 09.00 – 10.00: presentations of partner schools
- 10.00 – 11.00: **project introduction**
- 11.00 – 11.30: school and classes visitation
- 11.30 – 13.00: **project plan** for the following 6 months
- 15.00 – 17.00: sightseeing of Pardubice

##### **Tuesday, 1<sup>st</sup> December**

- 08.30 – 09.30: **next meeting plan**
- 09.30 – 11.30: distributing tasks

## Student Entrepreneurship in Europe 2015-2017

### 2) Tasks

- **All partners:** project teams of students and teachers – completed;
  - ✓ photographs of teams to be taken and sent to the Czech coordinator for the project website (All schools need the permission of all the students and teachers to make their photographs and videos public!)
- **Austria:** project BLOG – completed; link to be sent to the Czech coordinator to be made public on the project website
- **Czech Republic:** website (deadline: 15<sup>th</sup> December 2015)
- **Austria:** questionnaire to be sent to other schools (deadline: 10<sup>th</sup> December, 2015)
- **Sweden:** Google Drive (deadline: 5<sup>th</sup> December, 2015)
- **Sweden:** Facebook page (deadline: 5<sup>th</sup> December, 2015)
  - ✓ Swedish partner will make teachers from other countries so-called administrators and these teachers will be responsible for inviting the students and other people to participate in the discussions
- **All partners:** a school competition for the best project logo (to be used as an official project logo for all documents, presentations etc.)
  - ✓ 1 logo from each country (after an internal school competition)
  - ✓ technical requirements for the logo – to be sent as a PNG
  - ✓ countries cannot vote for their own logo
  - ✓ the voting will be done on project Facebook page (deadline: 31<sup>st</sup> January, 2016)
  - ✓ the winner will be announced during the meeting in Austria (February 2016)
- **All partners:** school presentation to be sent to the coordinator for the project website (deadline: 31<sup>st</sup> December, 2015)

## Student Entrepreneurship in Europe 2015-2017

### 3) Next project meetings

#### **2<sup>nd</sup> Project Meeting in Amstetten, Austria**

- **Date:** 8<sup>th</sup> – 12<sup>th</sup> February, 2016 (2-3 working days), participating schools will check the flights and then Austria will specify the exact working days (*deadline:* 31<sup>st</sup> December, 2015)
- 4 students, 2 teachers from each country
- **Topic:** „Specific of starting a business in the partner countries“ and „Social entrepreneurship in each country with examples of good practice“
- **Tasks:** students of each country prepare a presentation (Austrian school will prepare a guideline what to include in the presentation and they will send the guideline to other schools – *deadline:* 10<sup>th</sup> December, 2015)

#### **Programme of the meeting:**

- partners' presentations on the topic „Specific of starting a business...“
  - workshop (international groups) – discussing the best conditions for starting a business
  - partners' presentations or videos (each school will find and interview a representative of social entrepreneurship (= non-profitable company) in their country)
  - a trip to Vienna (sightseeing)
    - host country pays for the transportation, entrance fees etc.
    - host families provide breakfast, dinner, or lunch package (if necessary)
    - meal at school (lunch) should be provided by host families or could be supplied by hosting school
- ✓ Students staying in host families, teachers at hotels.
- ✓ Visiting students should send a basic information about themselves (sex, age, meal restrictions, allergies etc.).

#### **3<sup>rd</sup> Project Meeting in Mjölby, Sweden**

- **Date:** 25<sup>th</sup> – 29<sup>th</sup> April, 2016 (2-3 working days), participating schools will check the flights and then we will decide the exact working days and the days of arrival and departure (*deadline:* 15<sup>th</sup> March, 2016)
- 4 students, 2 teachers from each country
- **Topic:** EU labour market

## Student Entrepreneurship in Europe 2015-2017

- **Tasks**: students of each country prepare a simple analysis of the labour market in their country on selected economic indicators and they will describe the conditions of entry of other EU citizens in their labour market (Swedish school will prepare a guideline what to include in the analysis and they will send the guideline to other schools – *deadline*: 15<sup>th</sup> December, 2015.)

### Programme of the meeting:

- partners' presentations on the topic „EU labour market“
  - workshop (international groups) – discussing the most desirable positions, the necessary skills for different positions and professions and job opportunities for foreigners in the participating countries,
  - workshop (international groups) – a survey (the content to be specified) – during the meeting the students (groups) will discuss what to incorporate in the survey (content still not clear – needs to be clarified by Lenka Pacovská – until 15<sup>th</sup> December, 2015), the survey = overview
  - other points of the programme to be specified
- ✓ Students staying in host families, teachers if possible as well (hotels in Sweden very expensive).

### **4<sup>th</sup> Project Meeting in Košice, Slovakia**

- **Date**: 17<sup>th</sup> – 21<sup>st</sup> October, 2016 (2-3 working days)
  - 19<sup>th</sup>-20<sup>th</sup> October – Trade Fair of local schools in Košice, partner schools as guests at the Fair (they can also participate in the Fair if they will be able to bring their „own companies“ – not compulsory)
  - 4 students, 2 teachers from each country
  - **Topic**: SWOT analysis
  - **Tasks**: partner school will create SWOT analysis of their companies (until the end of June 2016, partner school will send the details regarding the rules and structure of SWOT analysis)
  - other points of the programme to be specified
- ✓ Students in host families, teachers at hotels.

## 5<sup>th</sup> Project Meeting in Tortosa, Spain

- **Date**: 3<sup>rd</sup> – 7<sup>th</sup> April, 2017 (2-3 working days)
- 4 students, 2 teachers from each country
- **Topic**: Marketing, TRADE FAIR
- **Tasks**: Trade Fair or student's companies with presentations of company marketing (details to be specified)
- Accommodation in host families still to be checked and discussed, teachers at hotels or host families.

- **Date**: 5<sup>th</sup> – 7<sup>th</sup>/8<sup>th</sup> June, 2017
- 2 teachers from each country, students (the number depends on the amount of money which was left from the budget)
- **Topic**: Final Meeting
- **Tasks**: teachers working on the final report, revising outcomes, discussing positive and negative aspects of the project etc.
- students programme: to be specified

- *Host countries will let their partners know which important people (headmasters, representatives of the local authorities etc.) they will meet (= to bring small gifts, souvenirs...)*