

# GENERAL ISSUES

TOPICS TO DISCUSS, SCHEDULE, ETC.

# TOPICS TO DISCUSS

## » ISSUES RELATED TO THE PROJECT MANAGEMENT

- First Installment.
- Financial Reporting. (*both intern and Interims Report*)
- Monthly Workplans.
- Monthly Skype-meetings. (*maybe aligned to the Workplans?*)
- Keeping the website up-to-date. (*making the Outputs available once we agreed on them*)

# SCHEDULE

## » WHAT'S TO DO NEXT? OUTPUT 1

📌 Generally: Good in time + nearly back in the original schedule.

Output	Original	Revised	Status
O1-A1: Interactive Task System	12/2014	03/2014	✓
O1-A2: Learning Concept Design	03/2015	04/2015	✓
O1-A3: Evaluation of Concept	04/2015	05/2015	✓
O1-A4: Handbook design	06/2015	08/2015	✓
O1-A5: Translations	07/2015	09/2015	✓

Nearly finished. Everything that is necessary to go on is available.

Effort needed, but it is realistic to adhere this timeframes.

Earlier drafts would be perfect for the Handbook!

# SCHEDULE

## » WHAT'S TO DO NEXT? OUTPUT 2 & 3

📅 We are a bit late with starting, but we'll have it finished in time.

Output	Original	Revised	Status
O2-A1: Graphics and UI Design	07/2015	10/2015	✓
O2-A2: Programming	03/2015	03/2016	✓
O2-A3: Prototyping	04/2015	11/2015	✓
O3-A1: Graphics and UI Design	07/2015	10/2015	✓
O3-A2: Programming	03/2015	03/2016	✓
O3-A3: Prototyping	04/2015	11/2015	✓

Finished until the Interims Report!

Finished until the Interims Report!

# SCHEDULE

## » ROUGH OVERVIEW

Task	Partners	Date
Evaluation of the Concept	Demokritos	31.07.2015
Finishing Financial Reports	RUTIS, Emphasys, Demokritos, IK	31.07.2015
Reworking the LCD & ITS based on the evaluation results	UPB	07.08.2015
Circulation of the meeting minutes	RUTIS	07.08.2015
Updating the Evaluation Framework	UPB	07.08.2015
Draft of the upload User Interface (graphic)	Demokritos	07.08.2015
Writing the Guidelines for the Upload	Demokritos, UPB	14.08.2015
Finalising the Handbook	Demokritos, UPB, RUTIS	21.08.2015
Translations of the Handbook	Emphasys, UPB, RUTIS	18.09.2015
Final layout of the Handbook	Ingenious Knowledge	30.09.2015

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