

METIS Kick-Off Meeting

ACTIVITY B: Training and Awareness

12th July 2006
GEMCO - Cairo - Egypt

AUI
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Content

- ▶ Activity B - WP3100
- ▶ Activity B - WP3200

Activity B WP 3100 (1/3)

▶ Objective:

EGNOS and Galileo Training preliminary activities and recommendations

▶ Tasks:

• Training Plan

Topics, GJU training material, identification of trainers, plan of training session, list of trainees, dates, questionnaires, training resources & logistics (classrooms, IT, etc.), guidelines on knowledge dissemination plan in MEDA partner countries

• Training Implementation

Dispense the master training in accordance with the initial plan
Coordinate for MEDA partners to dispense their national trainings

• Training Coordination and recommendations

Coordinate drafting of final recommendation report for training activities

Activity B WP 3100 (2/3)

▶ Duration: 30 Months: T0 → T0 + 30 M (End of project)

▶ Outputs:

- Training Plan : T0 → T0 + 6 M, ready at T0 + 6
- Training implementation status: T0 → T0 + 24 M
Update status every 6 months, starting from T0 + 6
- Training materials : T0 + 6 → T0 + 29 M; as fct. of training dates, TBD in coordination w/ awareness and other project activities
- Training questionnaires filled by participants
- Final report on training activities: T0 + 30 M

▶ Inputs:

- METIS training material
- GJU training materials

Activity B WP 3100 (3/3)

▶ Participants / Role:

▶ AUI:

- Responsible for training plan
- Organize master training
- Coordinate with MEDA partners
- Disseminate questionnaire and gather results
- Responsible for training recommendations report

▶ GEMCO:

- Contribute to training plan
- Contribute to the organization of trainings
- Organize national training in Egypt
- Contribute to training recommendations

▶ Pole Star:

- Contribute to training plan
- Dispense master training courses
- Draft training questionnaire
- Draft recommendations document

Activity B WP 3200 (1/4)

▶ Objective:

EGNOS and Galileo Awareness preliminary activities and recommendations

▶ Tasks:

- > **Info Desk :**
(e.g. web site, e-mail – possibility to handle English/French/Arabic)
> Info on METIS, MEDA projects, Events, Demos, useful links...
- > **Newsletter (6-monthly)**
> plans of training session, topics of courses, seminars & Workshops dates, results of demos, related activities in the MEDA region...
- > **Workshops and Seminars**
> 1 seminar & 1 WS combined with master training in Morocco
> 1 seminar & 1 WS combined with a training session in Egypt
- > **Communication Database**
(to be used for awareness, releasability TBC with the GJU on a case by case basis)
- > **Reporting and recommendations**

Activity B WP 3200 (2/4)



► **Duration:** 30 Months: T0 → T0 + 30 M (End of project)

► **Outputs:**

- Info Desk : T0 → T0 + 29 M, operational from T0 + 6
- Newsletter (6-monthly) : T0 + 6 → T0 + 30 M
- Workshops and Seminars : TBD in coordination with training, and all projects activities
- Communication Database : T0 → T0 + 29 M (internal updates since T0 + 6)
- Reporting and recommendations : T0 → T0 + 30 M

(awareness plan and update of its implementation every 6 months, starting from T0 + 6
Draft available at T0 + 3)

► **Inputs:**

> Any material from the GJU

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Activity B WP 3200 (3/4)



► **Participants / Role:** Main resources on the MEDA side

► **AU:**

- Responsible for the Info Desk
- Responsible for the Newsletter
- Major contributor to the organisation of Seminars & Workshops
- Host 1 Seminar & 1 Workshop in conjunction with the master training in Ifrane
- Responsible for the Communication materials
- Contribute to the awareness coordination & reporting

► **GEMCO:**

- Contribute to the Info Desk; provide all contents in Arabic
- Contribute to the Newsletter
- Major contributor to the organisation of Seminars & Workshops
- Host 1 Seminar & 1 Workshop in conjunction with the training in Cairo
- Contribute to the Communication database
- Contribute to the awareness coordination & reporting

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Activity B WP 3200 (4/4)



► **FDC:**

- Leader of WP3200
- provide information to the Info Desk, the Newsletter and Communication database
- Major contributor to the organisation of Seminars & Workshops
- Coordinate the organisation of Seminars & Workshops
- Responsible for the awareness coordination & reporting

► **Pole Star:**

- Drafting of the Newsletter
- Contribute to the Communication database

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Thank You!

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