



## Project Meeting Sakarya 03./04.07.2018

### To do: Task and responsibilities

1. Turkish National Agency has to decide about more time  (3 months)	Project coordinator	inmediately
2. Finish the work on REHAB_Book and further materials	Sakarya University	asap
3. Upload all materials IN ENGLISH into the working group	Orhan	asap
4. Prepare the web page	Project Coordinator / Orhan	asap
5. Check the budgets and working hours for translation	EU Partners	10.07.2018
6. Ask for offers for translation - at least 3 different offers	EU-Partners  approx. 400.000 characters (technical language: should be done by professionals)	asap
7. Translation	all partners (TR-English/Spanish/German)	asap
8. Ask for ISBN for the REHAB Book/Copyright	all partners	asap/30.07.2018
9. Testing of Modules for at least 100 people - decide about the target group/ participants	SIMA	inmediately ...



- evaluation of the testing		
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|-----------------------------|-----------------------------|------------|
| 10. Time Sheets             | each partner                | 30.08.2018 |
| - per person                |                             |            |
| - time/Product/activity     |                             |            |
| 11. Description of products | list is on the working area | 30.08.2018 |
| - add and check             |                             |            |
| - fulfil the open tasks     |                             |            |
| 12. Country reports (O4)    | Spain                       | 30.08.2018 |
| - prepare it as a "book"    |                             |            |