



LAB-MOVIE

“Labour Market Observatory in Vietnam universities”

AGENDA of the Kick-off Meeting

13-14 January 2020

Venue: University of Padova

1st day – Monday, 13/01/2020 Palazzo del Bo, Archivio Antico

Time/ Duration	Topic	Who
09:15 – 09:30	Registration of participants	
09:30 – 11:30	<p>Opening of the Meeting</p> <p><i>Welcome Address from the UNIPD Rector o Vice-Rector</i></p> <p><i>Opening Remarks from the Rectors or Representatives from partner Universities (5 minutes speech)</i></p> <p>Presentations of Partners’ profiles</p> <p><i>Brief presentation of each participating organisation (max 10’ each)</i></p>	ALL
	<i>Coffee break</i>	
12:00 – 12:15	Presentation of the MOTIVE project	Alma Laurea
12:15 – 13:15	<p>LAB MOVIE Project Overview and Workplan</p> <p><i>Objectives, roles, expected outcomes, timetable, deadlines.</i></p>	UNIPD
	<i>Lunch</i>	
14:45 – 16:45	<p>WP1 - Analysis of the Vietnam labour market needs</p> <ul style="list-style-type: none"> • <i>Criteria and methodologies for the desk research</i> • <i>creation of working groups</i> • <i>how to map the local contexts</i> • <i>Presentation of labour market observatory examples from the 3 EU countries</i> 	UNIPD, UNISAL, UNL, HANU
	Discussion, questions & answers	
20:00	Social Dinner	



2nd day – Tuesday, 14/01/2020 Palazzo Storione, Aula didattica

Time/ Duration	Topic	Who
09:45 – 10:00	Registration of participants	
10:00 – 11:00	Project Management - Administrative and financial rules <i>Eligible costs, Project reports, Deadlines, Introduction to partnership agreement, Appointed staff</i> Discussion, questions & answers	UNIPD, Steps
11:00 – 11:30	<i>Coffee break</i>	
11:30 – 13:00	WP2 - Transfer of knowledge and methodology to analyse the labour market <ul style="list-style-type: none"> • Identification of the suitable experts who will be involved in the training - Elaboration of educational materials - Organisation of training at the HEIs institutions in Vietnam Discussion, questions & answers	UNIPD
13:00 – 14:30	<i>Lunch</i>	
14:30 – 15:00	WP3 - Development of the Labour Market Observatory in Vietnam <ul style="list-style-type: none"> • Implementation of the LMO from the technical and content sides - Creation of a qualification repository of the job roles - Piloting of the LMO Discussion, questions & answers	UNIPD
15:00 – 15:30	WP4 - Monitoring, Evaluation & Quality management Discussion, questions & answers	Steps
15:30 – 16:30	WP5 - Dissemination <i>Targets, means, channels, activities. Decisions for: project website, logo and Communication</i> Discussion, questions & answers	UNL, UNIPD, Steps All
16:30 – 17:00	Next Steps (first project year scheduling of activities) Sum-up of decisions made	

The meeting will be held in English