



TNP3-D Launch Meeting

Saturday, 27 January 2007, Freie Universität Berlin, DE

Programme

- 8:15 **Registration and coffee**
- 9:00 **Opening Session**
Words of welcome
Wolfgang MACKIEWICZ, Project Co-ordinator, Freie Universität Berlin (DE)
- Welcoming address**
Professor Klaus W HEMPFER, First Vice President, Freie Universität Berlin (DE)
- Words of remembrance for Kari Sajavaara**
Karen M Lauridsen, Handelshøjskolen, Aarhus Universitet (DK)
- TNP3-D – aims, activities, and deliverables**
Wolfgang MACKIEWICZ, Freie Universität Berlin (DE)
- 09:50 **Morning session**
The four decentralised conferences (Århus, Braga, Southampton, Warsaw)
Karen M Lauridsen, Deputy Project Co-ordinator, Handelshøjskolen, Aarhus Universitet (DK)
- draft conference programme
 - composition of country groups
- Preparations for the four decentralised conferences — what, when, who?**
Karen M Lauridsen & Wolfgang Mackiewicz, with interventions by
Orlando Grossegeese, Universidade do Minho (PT),
Mike Kelly, University of Southampton (UK), Jolanta Urbanikowa, Uniwersytet Warszawski (PL)
- preparation of dissemination documents (and translations)
 - preparation of case studies
 - identification of invitees
 - creation of electronic mailing lists for target audiences
 - identification of consultants and external speakers
 - preparation of final versions of programmes
 - announcements made on TNP3-D Web site
 - registration procedure
 - practical preparations at institutional level
 - reporting on conference outcomes (during and after the conferences)
- 11:00-11:25 *coffee break*
- 11:25 **Preparations for the four decentralised conferences (cont.)**

- 12:00 **The TNP3-D management structure and financial management**
Wolfgang Mackiewicz and Wolfgang Trenn
- 12:30 **The Brussels event – centralised dissemination conference and final project meeting**
- draft conference programme
 - preparation of conference documents
 - identification of speakers and panellists
 - creation of electronic mailing list
 - identification of invitees
 - reporting on conference outcomes during and after the conference
- 13:00 *lunch*
- 14:30 **Parallel group meetings – to address the four sub-themes below from the following points of view (not all of the points apply to all four groups) (principally in regard to the decentralised conferences and the Web site)**
- Which target groups do we want to reach out to?
 - Which findings, recommendations and proposals do we want to focus on?
 - Which aspects call for special and differential treatment?
 - What structure for the templates summarising and updating the national reports?
 - What structure for the given chapter of the dissemination document?
 - How to get hold of and to deal with case studies?
 - Who is going to do what?
- Group 1: Skills and competences for language-related industries and professions**
Group 2: Current and future linguistic needs of graduates on the European and international labour markets
Group 3: Consultation and collaboration in the area of languages between HEIs and other providers
Group 4: Arabic Language and Culture (eventually to be integrated into the other three groups)
- 16:00 *coffee break*
- 16:25 **Group meetings cont.**
- 17:00 **The TNP3-D Website**
- 17:30 **Action plan for the preparation of the decentralised conferences and for the creation of the Web site**
Daniel Toudic, member of TNP3-D Steering Committee, Université Rennes 2 (FR)
- 18:00 *End of meeting*

Berlin, 17 January 2007



Wolfgang Mackiewicz, TNP3-D Co-ordinator

