

**AGENDA TARGET Project: KICK-OFF MEETING, Maastricht**

**Monday 15 April 1996:**

9.00-9.10	Welcome
9.10-10.00	Partner Introductions
10.00-10.45	Bid submission details Review of key project aims and objectives
10.45-11.00	COFFEE
11.00-11.30	Distance Education and Technologies - General Overview
11.30-12.30	WorkPackage 1- Information Needs Analysis
12.30-13.30	LUNCH
13.30-14.45	Technical Management Infrastructure
14.45-15.00	Project Management Structure
15.00-15.45	Operational Management Services
15.45-16.00	COFFEE
16.00-17.00	Transnational Project Funding Arrangements
17.00-17.30	Project Communication Methods Reporting and Evaluation Processes
20.00	DINNER

**Tuesday 16 April 1996, AM:**

9.00-10.00	Project Time Schedule
10.30	COFFEE
10.00-11.35	Workplan/Organisation of Pilots
11.35-11.50	A.O.B.
12.00	Date of next meeting
12.00-13.00	Lunch and Depart