

NEWSLETTER 32 : PARTNERS PENDING TASKS

Dear partners,

Please find hereunder a summary of the pending tasks until the end of our project (30th September 2007) as follows:

1. DATABASES:

Please enter as much as possible data into our three databases (didactic materials, European institutions and experiences). It has been agreed to enter at least 30 didactic materials and as much as possible information regarding European institutions and experiences. **Deadline: 31st August 2007.**

In the last meeting in Sofia, it has also been agreed that the partners who have an own database will send us the link of this database to be mentioned on the E-CONS website. Please send us these links as soon as possible.

2. DIDACTIC MANUAL:

For those who have not yet sent their evaluation of the didactic manual, please find attached the evaluation questionnaires for persons in charge as well as for teachers. Please complete the evaluation form and send it back to me by e-mail as soon as possible. **Deadline: 31st August 2007.**

Furthermore, it would also be great to receive the evaluation forms completed by teachers and other persons.

Within next days, we will inform you where the manuals will be printed. In case the manual will be printed in your country, we will send you the final document on CD-ROM for printing. In case the manual will be printed in another country due to a better price, the manuals on paper will be sent to you after printing. The CD-ROM with all manuals and other materials will be edited in Spain.

3. STAFF COSTS:

As soon as you have finished all the mentioned work, you can start to prepare your documents for the last payment of the staff costs. Please find attached the time and personnel costs sheets which you have to complete and send to us along with a document confirming the monthly salary you will mention on the personnel costs sheet. **Deadline: 31st August 2007.** I will send a more detailed e-mail to each partner separately within next days.

Should you have any question, please do not hesitate to contact us.

Thank you in advance for your cooperation!