

Work Plan (THIRD PHASE)

Phase during the life of the project	Outputs: at the end of this phase we will have :	Activities envisaged to achieve these outputs (A)	Start and end dates of activities	Members / persons participating	Time required (persons/days or persons/months)
THIRD PHASE			1/10/06 to 1/10/2007		
Task 1.- Complete the participation of school centres reaching at least 1000 centres	Counted on more than 1000 centres participating in the project.	1A117.- Strengthen contacts and send informative Bulletins (9,10,11,12) to centres not yet participating 1A118.- Guarantee a system of continual and fluid communication	1/10/06/ to 20/10/06 20/10/06 / 20/01/07 20/04/07 / 20/07/07 A largo de todo el proyecto.	1A117.- S1-4P / CC-19P 1A118 – S1-2P / CC-19P	23P X 17D 4P X 16D 21P X 12M (intermittently)
Task 2.- Completing all aspects of the Website	A virtual space offering multiple possibilities to all persons interested in CE	2A119.- Check functioning of Website, use of its spaces and improve where necessary 2A120.- Keep databases of didactic materials, institutions and centres updated 2A121.- Produce questionnaire to send to website users to know opinion on space. Possibility of on-line evaluation 2A122.- Produce list of interesting themes to strengthen activity of virtual forum 2A123.- Push and develop participation of teaching staff in virtual magazine (Bulletin 9,10,11,12)	1/10/06 to 1/12/06 1/10/06 to 1/10/07 1/10/06 to 1/02/07 1/10/06 to 1/02/07 20/10/06 / 20/01/07 20/04/07 / 20/07/07	2A119 – S1-5P / CG-4P / CT-5P/ C3WFV-4P 2A120 – S1-5P / CG-4P / CT-5P/C1BC-5P 2A121 – S1-4P / C5EP-7P 2A122 - S1-17P / T-28 / C3WFV-4P / C2MIE-9P 2A123 – S6 / CSMIE-9P / C3WFV-7P / T-18P	18P X 2M 19P X 12M 11P X 4 M 58P X 4M 34P X 16D
Task 3.- Distribution and evaluation of the manual of educational innovation	Improved consumer Education teaching practice offering a manual of educational innovation in this field	3A124.- Contract publication and supervise development 3A125.- Prepare physical and virtual presentation of manual. Present it. 3A126.- Produce distribution proposal, letter of delivery, system, etc., produce evaluation questionnaire	1/10/06 to 1/11/06 1/11/06 to 1/12/06 1/12/06 to 15/01/07	3A124 – S1-4P / CC-19P 3A125 – S1-4P / CG-4P 3A126 – S1-4P / CC-19P / C5EP-7P	23P X 1M 8P X 1M 30P X 1M + 15 D

<p>Task 4.- Publication and distribution of the CD-ROM with multimedia presentations</p>	<p>Made educational activity possible in the field of consumerism with the distribution of multi media resources.</p>	<p>3A127.- Send material to local collaborators for being distributed together with the evaluation questionnaire of the manual, test the manual at schools, collection of evaluation questionnaires and tabulation of results</p>	<p>1/02/07 to 1/07/07</p>	<p>3A127 – S1-4P / CC-19P / T-28</p>	<p>51P X 5M</p>
<p>Task 5.- Carry out a local meeting of teachers</p>	<p>Completed personal communication of all teaching staff participating in the project</p>	<p>4A128.- Supervise production of CD 4A129.- Prepare physical and virtual presentation of CD 4A130.- Prepare distribution , letter of delivery, etc. and carry out correct distribution, including evaluation questionnaire 4A131.- Test CD in centres, collect evaluation questionnaires and draw conclusions</p> <p>5A132. Contacts with Local Socrates Agencies and the institutions related with education and consumerism in each country .Prepare content of meeting, venue, date and length 5A133.- Operations to obtain funds for the organisation of local meetings 5A134.- Prepare the material and resources to stage the meeting, including the conclusions of the two previous meetings. Call the meeting, receive participation applications, confirm attendees. 5A135.- Organize (the case be) the personal meeting (send information to centres, operation for hire of room, contents,speakers, dynamics, etc) Evaluation and report of the activity</p>	<p>15/01/07 to 15/02/07 15/02/07</p> <p>15/02/07 to 17/04/07</p> <p>15/04/07 to 1/07/07</p> <p>15/10/06 to 10/11/06</p> <p>15/10/06 to 10/11/06</p> <p>15/10/06 to 10/11/06</p> <p>20/01/07</p>	<p>4A128 – S1-4P 4A129 – S1-4P / CC-19P / CG-4P 4A130 – S1-4P / CC-19P / T-28</p> <p>4A131 – S1-4P / CC-19P / T-28 / C5EP-7P</p> <p>5A132 – S1-2P / CC-19P</p> <p>5A133 – S1-6P / CC-19P</p> <p>5A134 – S1-2P / CG-4P / CT-5P/C40E-6P</p> <p>5A135 – S1-19P / CC-19P</p>	<p>4P X 1M 27P X 1D</p> <p>51 X 2M + 2 D</p> <p>58P X 2M + 15 D</p> <p>21P X 21 D</p> <p>25P X 21D</p> <p>17P X 21D</p> <p>38P X 1D</p> <p>65P X 1M</p>
<p>Task 6.- Carry out a European</p>	<p>Consolidated the systematic work in the classroom in the</p>	<p>6A136.- Contact National Socrates Agencies. Prepare the logistics of the meeting: contents,</p>	<p>10/02/07 to 10/03/07</p>	<p>6A136 – S1-6P / CC-19P / CG-4P / CT-5P /</p>	<p>65P X 1M</p>

meeting of teachers	field of Consumer Education, management of projects and furthered personal contacts between teaching staff.	venue, date, length, infrastructure. Meeting should be prepared bearing in mind the possibility of holding previous meetings of Management Committee, Technical Committee and Work groups 6A137.- Prepare the materials and resources in order to stage the meeting (speakers,dynamics,groups,etc) 6A138.- Call the meeting, disseminate in different media 6A139.- Place information on the website. Possibility to register via the website 6A140.- Receive applications for participation, confirm attendees 6A141.- Hold the meeting and evaluate results 6A142.- Produce a report on the development of the meeting.	10/03/07 to 11/04/07 10/03/07 10/03/07 10/03/07 to 20/06/07 7/07/07 to 11/07/07 11/07/07 to 29/07/07	C1-BC-5P / C2MIE-9P / C3-WFV-4P / C4OE-6P C5EP-7P 6A137 – S1-6P / CG-4P / CT-5P /C4OE-6P 6A138 – S1-4P / T-38P 6A139 – S1-4P / C3WFV-4P 6A140 – S1-6P / CC-19P 6A141 - S1-6P / C4OE-6P / T-28 6A142 - S1-2P / T-28P	21P X 1M + 1 D 42P X 1D 8P X 1D 25P X 3M + 10D 40P X 4D 30P X 13D
Task 7.- Continue with the development of a media plan	Achieved the maximum dissemination of the project and especially results, with the continual plan of presence in the media.	7A143.- Revise the result of actions carried out in the two previous phases 7A144.- Programme presence in different media throughout this phase in terms of events and media 7A145.- Carry out follow-up of plan 7A146.- Produce a final dossier with the presence in media of all phases of the project	15/10/06 15/10/06 to 10/11/06 20/11/06 to 1/10/07 15/09/07 to 1/10/07	7A143 - S1-2P / T-28P 7A144 - S1-4P / CG-4P 7A1145 – S1-2P / CT-9P T-28P 7A146 – S1-2P / T-28P	30P X 1D 8P X 21D 39P X 10M + 10D 30P X 12D
Task 8.- Carrying out internal and external evaluations of the phase and the whole project	Objective instruments that inform as to the degree of fulfilment of the project and the quality of the same.	8A147.- Revise evaluation programme of second phase and incorporate improvements for carrying out evaluations in this phase 8A148.- Develop evaluation instruments necessary 8A149.- Hold work meetings and prepare reports material both internal and external	5/10/06 to 15/11/06 15/10/06 to 20/11/06 15/10/06 to 20/09/07	8A147 – S1-2P / C5EP-7P 8A1148 – CG-4P 8A149 – S1-2P / CG-4P / C5EP-7P	9P X 1M + 10D 4P X 1M + 5D 13P X 11M + 5D

<p>Task 9.- Carrying out a sustainability strategy for the Network</p>	<p>Guarantee the sustainability of the Network after the end of the project.</p>	<p>evaluation 8A150.- Produce final report. 9A151.- Carry out operations with possible entities who could finance different actions in the Network 9A152.- Hold interviews with members of the Network with greater capacity to provide resources for the sustainability of the Network 9A153.- Produce draft sustainability strategy plan for the project 9A154.- Study of plan in different meetings and work groups of the project 9A155.- Produce definitive plan 9A156.- Implementation of plan</p>	<p>20/09/07 to 1/10/07 10/01/07 to 10/02/07 10/02/07 to 10/04/07 10/04/07 to 10/05/07 along the school year 06/07 20/05/07 to 20/09/07 1/10/07</p>	<p>9A150 – S1-4P 9A151 – S1-2P / CC-19 9A152 – S1-2P / CG-4P 9A153 – S1-2P / CG-4P / CT-5P 9A154 – S1-24 / T28 9A155 – S1-2P / CG-4P 9A156 – T-28</p>	<p>4P X 8D 21P X 1M 6P X 2M 11P X 1M 52P X 12M (intermittently) 6P X 4M 28P X 1D</p>
<p>Task 10.- Production of a final report for this phase</p>	<p>Have a document that compiles the development of the Network during the last year, activities and evaluation. Comply with the legal and contractual obligations.</p>	<p>10A157.- Systematically collect reports, minutes, documents, invoices, images, evaluations, etc. of all activities of the Network throughout the 2006/2007 school year 10A158.- Balance project accounts 10A159.- With all this data, information from partners and groups of teachers produce a draft 10A160.- Send draft to partners 10A161.- Produce definitive report 10A162.- Send to European Commission</p>	<p>1/10/06 to 1/09/07 1/09/07 to 15/09/07 1/09/07 to 15/09/07 15/09/07 20/09/07 to 1/10/07 3/10/07</p>	<p>10A157 – S1-4P / T-28P 10A158 – S1-2P / T-28P 10A159 – S1-6P 10A160 – S1-2P / T-28P 10A161 – S1-2P 10A162 – S1-2P</p>	<p>32P X 11M 30P X 12D 6P X 12D 30P X 1D 2P X 8D 2P X 1D</p>
<p>Task 11.- Production of a final report for the whole project</p>	<p>A document that compiles the development of the Network during the three years, achievements conclusions, future activities. Sustainability plan. Comply with the legal and contractual obligations.</p>	<p>11A163.- Balance accounts of whole project 11A164.- Do a synthesis of the three annual reports, internal and external evaluation and the sustainability strategy plan 11A165.- With all this data, information from partners and groups of teachers produce a draft of the final report 11A166.- Send draft to partners 11A167.- Produce definitive report</p>	<p>3/10/07 3/10/07 to 10/10/07 10/10/07 to 20/10/07 20/10/07 20/10/07 to 30/10/07</p>	<p>10A163 – S1-4P 10A164 – S1-4P 10A165 – S1-4P 10A166 – S1-2P 10A167 – S1-4P</p>	<p>4P X 1D 4P X 6D 4P X 8D 2P X 1D 4P X 8D</p>

	A sustainability plan. Complied with the legal and contractual obligations.	11A168.- Send to European Commission	1/11/07	10A168 – S1-2P	2P X 1D
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EXPLANATORY NOTES:

- Activities are numbered from 1-168. The first number indicates the task of each phase; the letter A stands for “activity” and the number is the number specifically assigned to each activity.
- Initials stand for:
 - o P = persons D = Days M = Months Discontinuously = part time dedication Intermittently = during periods to be fixed in the detailed plans
 - o S1 = Partner nº 1, i.e. the project coordinator.
 - o T = All partners.
 - o CG = partners forming the Management Committee
 - o CT = partners forming the Technical Committee
 - o CC = partners coordinating the activity developed in each country
 - o C1BC = partners forming Work Group 1 Databanks
 - o C1MIE = partners forming Work Group 2 Educational Innovation Materials
 - o C1WFV = partners forming Work Group 3 Website Virtual Forum
 - o C4OE = partners forming Work Group 4 Organization of Meetings
 - o C5EP = partners forming Work Group 5 Project Evaluation

Not included are the dates for the Work Groups, Management Committee, and Technical Committee, as these will be fixed, once the project has been approved, in the first meeting, which *is* scheduled, in the first year of the project. This meeting will be held in Spain. We will try to make the meetings of the Technical Committee and the Work Groups coincide with other meetings. Ten countries have offered to hold this nature of meetings: Spain, Belgium, Greece, Poland, Italy, Rumania, Bulgaria Cyprus, Hungary, Poland and Slovenia.