



Zespół Szkół Nr 1 im. prof. Bolesława Krupińskiego w Lubinie

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WP3 Monitoring Meeting Agenda

Work Package 4 –
Network of IoT@LoRa VET Clubs
Project: KA220-VET-52902511
Duration: 4 Days
Location: Lubin - Poland
Dates: 30/6 to 3/7

Day 1 – Strategic Overview & Progress Assessment

09:00 – 09:30

Welcome & Introduction

- Opening remarks by host
- Objectives of the monitoring meeting
- Overview of agenda

09:30 – 10:00

WP4 Summary and Deliverables

- Review of WP4 goals, timeline and partners' responsibilities

10:00 – 12:00

Partner Presentations

- National club development updates
- IoT@LoRa implementations and student/teacher involvement

12:00 – 13:30

Lunch Break

13:30 – 15:30

Monitoring Outputs

- KPI review and use of monitoring tools
- Discussion of risks, delays and mitigation
- Best practices and success stories

15:30 – 16:00

Wrap-up & Feedback from Day 1

Day 2 – Field Visit & Technical Exchange

09:00 – 11:30

Field Visit

- Visit to an IoT@LoRa VET Club or school pilot site
 - Demonstrations and local insights
 - Optional: student/teacher interaction

11:30 – 13:00

Lunch Break

13:00 – 15:00

Technical Deep Dive

- Hardware/software challenges
- LoRaWAN connectivity, sensor integration
- Interoperability and troubleshooting workshop

15:00 – 15:30

Wrap-up & Partner Reflections

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Technical Meeting

Day 4 – Quality, Reporting & Future Planning

09:00 – 10:30

Quality Assurance & Reporting

- Deliverable status and documentation templates
- Output validation and internal reporting mechanisms

10:30 – 12:00

Sustainability & Networking

- Continuity planning for IoT@LoRa Clubs
- Local and regional cooperation opportunities
 - Future Erasmus+/VET project links

12:00 – 13:30

Lunch Break

13:30 – 15:00

Final Recommendations & Planning

- Updated WP4 action plan
- Scheduling of virtual follow-up
- Assignment of responsibilities

15:00 – 15:30

Closing Session

- Evaluation forms and certificates
 - Final remarks
- Group photo & informal networking