# TRAINING March 29th 2018

295 B, Constitution str., Mosta

## AGENDA:

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| **Time:** | **Topic:** |
| 12.30 – 13.00: | Registration |
| 13.00 – 14.30: | * ECVET - European Credit system for Vocational Education & Training:   + What is ECVET?   + Why use ECVET?   + How to use it in Transnational mobility?   + The EQAVET Quality Circle. |
| 14.30 – 15.00: | Coffee break |
| 15.00 – 16.45: | * Project Management Tools:   + Digital security.   + Document sharing & Collaborative Editing.   + Cloud sharing.   + Signing and Encrypting Documents.   + Project Management Tools.   + On-line surveys.   + E-learning.   + YouTube -how to use it for your project. |