



Vilnius, Lithuania, 09-12 December, 2019

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## Monday, 09 December 2019

### Participants: all partners according to the List

Welcome by Eimuntas and Ali

Participants presented themselves

The overall progress of the courses was reviewed

### SDI-T for environmental impact assessment (EIA)

Eimuntas presented the progress of the course

Lectures

Week 1

GPS and RS, Reference system and transformations, Spatial analysis and modelling of phenomena are remaining (almost done)

Week 2 Ready

Week 3, Introductory lecture has prepared but more materials are needed. Some text (lecture notes) has been produced, to be discussed later

Week 4, Biodiversity is under development by SU, data collection was an issue.

Week 5, Four risk analysis is under development

Week 7, research methodology (Petter will talk with Helena to prepare a lecture, an introductory)

Exercises

Week 1: import non-spatial data, prepared and uploaded on Friday, by ENSG

Spatial analysis is done by Lund

Week 2:

Remaining

Week 4: Soil impact assessment, an exercise was sent to Margareta



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Week 5: The climatological analyses and meteorological analysis (LU) has not been sent by David

Flood analysis is ongoing by NTUA

Heritage objects, ongoing by UL

Week 6:

Population demography, under development by SU

Disease and MCDA, uploaded on Friday

Biological disaster risk (NTUA) has problem with finding data. Maybe they can simulate.

#### SDI-T for collaborative environmental management

Spatial data issues in the middle East, uploaded today

Data feedings for SDI, text is ready. Video will become ready

Centralizing real time data, ongoing

SDI business analysis, lectures are remaining

No exercise has been developed yet.

Project, nothing has done so far.

#### SDI-T for Environmental Change Monitoring (ECM)

Lectures

W1, natural resource monitoring video is missing

GIS related ECM, will be delivered by David

RS related ECM, lectures and videos are ready

W2, 2.1- 2.5 video are missing

W3, everything ready except videos

W4, Is behind the schedule because of Yousef. Now Hossein has taken over

W5,

Exercises

W1, is ongoing

W2 ready

W3, BASU is producing



**Environmental Management in the Middle East (EMME):  
Spatial Approaches**

Co-funded by the  
Erasmus+ Programme  
of the European Union



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W4, ready

Seminar

W1Ready, will be uploaded

W2 and W3 are ready



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**Tuesday, 10 December 2019**

**Participants: all partners according to the List**

Working groups were formed and project partners discussed the issues related to the development of courses in detail, face-to-face.

Eleni

Lectures

Week 1; 1.2 David prepares a video lecture

Week 2; 2.6 Many files have been received from ENSG. They cover lectures and exercises

Week 4; 4.1 David prepare lecture

4.2 changed to Air quality. The water issues in Yemen will be used as seminar

4.5 lecture and video will be ready before Dec 30.

Week 5;

Exercises

Week 1: NTUA takes responsibility and will do that

Week 2; different data sources will be prepared by VGTU

Week4; Land use change and soil moisture will be prepared by Dec 24.

Week5; Ground water is being developed by NTUA.

Seminar and Project

Week 4;

Week 5; Ali with Roger prepare iMSEP video and give the link to Eleni

Project; each country partner university will give a specialized topic, instruction and data.

NTUA writes a summary of guideline for project

Eimuntas:

Lectures

Week 2; Jurate will record and give also a copy to Eleni

Week 3; Everything is going to the right direction. Required text lectures and video lectures were agreed by Yemeni partners. Deadline Dec 27

Week 4; Biodiversity video lecture will be recorded by SU

Week 7; Research methodology will be developed by LU (Petter) by 12.20



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Mapping and visualization will be edited by NTUA and will be submitted

#### Exercises

Week 1; CRS will be finalized by Eimuntas by 27 Dec

Week 3; case studies prepared by ENSG will be used as introduction to project selection.

Week 4;

Week 5; items 2, 3 are David's responsibilities.

Week 6; items 2, Justyna; 3 and 4 should be prepared by Mahdi; 5 will be prepared by Lukas

General instruction about the project will be written by Eimuntas,

Detailed technical instruction will be provided by Iran and Yemen

#### Alexandre

##### Lectures

Week 4; UL will complete centralizing real time data by end of Dec

Week 6; will be ready by ENGS by the end of Dec

#### Exercises

Week 4; TU will do the exercises by end of Dec.

Week 6; Lisbon will work on it.



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**Wednesday, 11 December 2019**

**Participants: all partners according to the List**

### **Steering committee meeting**

Experts (Pilot students for course evaluation)

- They work 50%, course evaluation takes 4 months.
- Students have to be informed that they have to spend time to pass the courses
- While selecting students:
  - Gender balance
  - English language
  - No registered master/PhD students. Only alumnae or expert from industry
- Students will be selected by Jan 15
- Students will be paid
  - Contracts with the students, Note start and end dates, templates by Irma
  - Students have to issue an invoice, and payment will be done according to the invoice, a template by Irma
  - Certificate will be issued if they pass all exercises
  - Start date: 1 March 2020
  - End date: 30 June 2020
  - Backup students

Accreditation of courses

- Have to be ready by March 15
- Ali sends template of the letter, to be signed by the president/vice president of education of the universities

Next meetings:

- ToT in Portugal, June 23-26, 2020
- ToT/Dissemination in Iran, October 12-16, 2020

Exploitation

- Using course materials in existing programs
  - By end of March 2020, We get letters signed by Head of Depts or Dean of Faculties indicating that the course materials are used in existing courses and programs
  - By the end of 2020, the courses will be added as optional course to existing programs



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## Equipment

- If the price is more than 25000 Euro then you need tender, otherwise you need to get 3 offers and select the best offer that presents value for money.
- A decision letter signed by the evaluation committee or head of Departments specifying why you have selected a company
- Yemeni partners will make the first purchase and send us documents by 24 Dec. Then Irma will transfer the second part of the equipment budget.
- Iranian partners will purchase equipment, and send us documents by March 15, 2020.

## Financial issues

- Give the financial documents to Irma.
- All financial documents/reports and receipts to be sent to Irma by Feb 15, 2020, Scanned version.
- After Irma's approval, send the original documents by Post or hand us in Iran/Portugal meetings.

## Training of Trainers

- Petter and Micael presented Moodle and AC. They taught how to use these systems in e-learning programs
  - How to use e-learning system
    - preparing course material
    - upload to the system
  - Communication with the students in online environment
    - How to use system
    - tips on how to give feedback to the students