

## Appendix 2

**Periodic report: from 1/6/2021 to 31/8/2021**

*Time4AlternativeCreativity in remote space*

### **PART A – A SUBSTANTIVE REPORT**

<b>Project's result</b>	<b>Description of activities carried out</b>
01	<p>The preparation for the data retrieve within the framework of IO1 includes two different researches.</p> <p>First of all, primary data will be received by key stakeholders in the field of culture, creative industry and ICT through consultations, communications via telephone, face to face or online. Therefore, we prepared a list of potential stakeholders that primarily derive from our network and we began the communication with them.</p> <p>We prepared a list with sites, blogs, articles etc that we can retrieve data for the secondary research with regard to the identification of digital tools and applications that exist for the promotion of the services goods of cultural and creative institutions in an online mode.</p>
02	
03	
Management	<p>The activities that concern the management of Agricultural and Ethnographic Museum of Aradossivia, Elasona (AEMA) during the first quarter of the project's life were as followed:</p> <ol style="list-style-type: none"> <li>1. Informing the Board of the AEMA regarding the Time4AC project. More specifically, the main aim and specific objectives are analysed, the Intellectual Outputs to be developed are presented and the role of AEMA in the project is described. Then a timeline of the project is provided and the resources for smooth implementation are identified.</li> <li>2. Selection of the team that will carry out the project</li> <li>3. Preparation for the design of primary and secondary data research</li> </ol>

	<ol style="list-style-type: none"> <li>4. Activation of the personal network of AEMA in order to conduct the research and developing a list with key persons for data retrieve from primary research.</li> <li>5. Preparation of a list with sites, documents, articles, blogs etc for the secondary research. The enrichment of the list will be an ongoing process.</li> <li>6. Preparation, organization, and participation in the Kick-off meeting in Athens. Contribution in the development of the KOM agenda and the selection of guest speakers.</li> <li>7. Coordination and management of the Partner's team in order to support and facilitate the development and implementation of the project deliverables.</li> </ol>
<p>Multiplier events, dissemination</p>	
<p>Monitoring and evaluation activities and results of the project</p>	<p>Designing an Internal Communication plan among the work team members for monitoring the progress of activities and tasks. The tools used for this purpose are e-mail, telephone, skype, face to face meetings.</p> <p>Ensuring that all members have access to same database by using online tools for sharing files (dropbox, google drive etc)</p> <p>It has been also developed an Online project time table and time schedule of activities in order to monitor the progress on time, of each activity.</p> <p>Developing of a hierarchical list of project activities in order to be possible the production of expected outcomes. The work breakdown and the recognition of possible unacceptable variations are essential in evaluating the projects results.</p>

**Deviations from schedule:**

Ελαβόνα, 14-09-2021



.....  
Date and signature





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Appendix 4

*Time4Alternative Creativity in remote space*

**MONTHLY TIME SHEET**

Partner: Agricultural - Ethnographic Museum of Aradossivia, Ellassona (AEMA)

First name and last name: Konstantinos Akrivos

Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / 101

Month/year: 07/2021

Day	Number of hours	Short description of the activity
06/07/2021	4	Communication with key stakeholders from the cultural and creative industry and ICT with regard to digital tools and applications for the delivery of their services in an online mode
09/07/2021	4	Communication with key stakeholders from the cultural and creative industry and ICT with regard to digital tools and applications for the delivery of their services in an online mode
20/07/2021	4	Research for articles, brochures, sites, testimonial in the internet for digital solutions for cultural and creative organizations
25/07/2021	4	Research for articles, brochures, sites, testimonial in the internet for digital solutions for cultural and creative organizations
<b>SUM</b>	<b>16</b>	

.....  
Date, signature of person responsible  
14-07-2021



.....  
Date, signature of Partner Coordinator  
14-09-2021

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has been founded with support from the European Commission under the Erasmus+ Programme



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**MONTHLY TIME SHEET**

Partner: Agricultural- Ethnographic Museum of Aradossivía, Elassona (AEMA)

First name and last name: Konstantinos Akrivos

Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / IO1

Month/year: 06/2021

Day	Number of hours	Short description of the activity
22/6/2021	2	Development of a list with resources for conducting a primary reasearch by communicating with key stakeholders from the museum's network
23/6/2021	2	Development of a list with resources for conducting a primary reasearch by communicating with key stakeholders from the museum's network
29/6/2021	4	Development of a list with resources for conducting a secondary reasearch through various reources
SUM	8	

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Date, signature of person responsible

*[Signature]*  
14-09-2021

.....  
Date, signature of Partner Coordinator

*[Signature]*  
Eklabed, 14-09-2021



The project No° 2020-1-PL01-PL01-KA227-ADU-000573  
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Appendix 4

*Time4Alternative Creativity in remote space*

**MONTHLY TIME SHEET**

Partner: Agricultural- Ethnographic Museum of Aradossivia, Elassona (AEMMA)

First name and last name: Konstantinos Akrivos

Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / IO1

Month/year: 08/2021

Day	Number of hours	Short description of the activity
30/08/2021	4	Research for articles, brochures, sites, testimonial in the internet for digital solutions for cultural and creative organizations
31/08/2021	4	Research for articles, brochures, sites, testimonial in the internet for digital solutions for cultural and creative organizations
<b>SUM</b>	<b>8</b>	

Ελασσόνα, 14-09-2021

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Date, signature of person responsible



Ελασσόνα, 14-09-2021

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Date, signature of Partner Coordinator