

Appendix 2
Periodic report: from 1/6/2022 to 31/08/2022
Time4AlternativeCreativity in remote space
PART A – A SUBSTANTIVE REPORT

Project's result	Description of activities carried out
01	<p>Having already searched for the selection of digital offers provided to cultural organizations and businesses in general, the AEMA was held responsible for analyzing the digital application entitled "Google Meet". Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business. Other requirements in terms of hardware and compatible software were thoroughly searched and fully described.</p>
02	<p>Having as a central goal the development of dictionary of common phrases in the national sign language, the team of the Museum along with the team of the second Greek partner (the Institution) prepared a case study which consisted of a short text that someone uses when visiting a Folk Museum. It should be noted that the vocabulary used for the development of this text was retrieved by the one prepared by Polish partners. Both Greek organizations cooperated also to translate in the best way not only the brief case study but also the corresponding vocabulary.</p>
03	<p>This Intellectual Outcome concerns the development of a manual that promotes best practices in the field of cultural the art and creative industry for services provided towards people with sensory disabilities. Within this framework, the team of the Institutions had to present two best practices that are taking place in Cultural institutions in Greece. Focusing mainly on finding examples from the local, regional community and in Northern Greece the team of the Museum searched online examples of organizations that provided innovative services to people with disabilities. However, since the best practices deriving from these parts of Greece were not so many, the team decided also to expand the research to other museums that have integrated within their design and development Plans similar activities. For getting better results, the team exploited its network where guidance was provided by experts in the field.</p>
Management	<p>The activities that concern the management of the Agricultural and Ethnographic Museum of Aradossivia, Elassona (AEMA) during the fifth quarter of the project's life were as followed:</p> <ol style="list-style-type: none"> 1. Informing the Board of AEMA regarding the Time4AC project, its progress and the steps that need to further be done.



	<ol style="list-style-type: none"> 2. Identification of human resources needed for project's effective implementation within the context of work among the three different Intellectual Outputs (IO1, IO2 and IO3) 3. Allocation of tasks for the description of the digital application "Google Meet" undertaken within the framework of IO1 4. Allocation of tasks for the development of short case study and the translation in Greek language undertaken within the framework of IO2. 5. Allocation of tasks concerning the research and provision of two examples of best practices towards people with sensory disabilities retrieved by the local, regional community 6. Preparation of the next meeting in Poland and finding the team members to attend it 7. Coordination and management of the museum's team in order to support and facilitate the development and implementation of the project deliverables.
Multiplier events, dissemination	
Monitoring and evaluation activities and results of the project	<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 timetable 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>



Erasmus+

DK
Dobre Kadry
Centrum badawczo-szkoleniowe Sp. z o.o.

Deviations from schedule:



31/08/2022

Date and signature

Appendix 4

Time4AlternativeCreativity in remote space

MONTHLY TIME SHEET

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

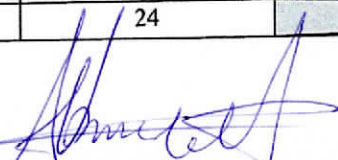
First name and last name: Konstantinos Akrivos

Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / IO1&IO2

Month/year: 06/2022

Day	Number of hours	Short description of the activity
02/06/2022	4	Analysis of the digital application entitled "Google Meet" that falls under IO1. Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business
07/06/2022	4	Analysis of the digital application entitled "Google Meet" that falls under IO1. Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business
08/06/2022	4	Analysis of the digital application entitled "Google Meet" that falls under IO1. Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business
14/06/2022	4	Analysis of the digital application entitled "Google Meet" that falls under IO1. Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business
15/06/2022	4	Analysis of the digital application entitled "Google Meet" that falls under IO1. Following the template provided by the coordinator, the team members began with a search on the internet regarding specific details of the application, providing information about its operation, key features and detailed requirements for its effective and efficient establishment within a business

19/06/2022	4	Development of a case scenario and vocabulary that addresses to the owners of cultural institutions in order to get familiar with the basic vocabulary for communication with people with sensory disabilities within the framework of IO2.
SUM	24	

30/06/2022 
Date, signature of person responsible



Date, signature of Partner Coordinator

30/06/2022


Appendix 4

Time4AlternativeCreativity in remote space

MONTHLY TIME SHEET

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

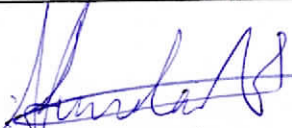
First name and last name: Konstantinos Akrivos

Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / IO2&IO3

Month/year: 07/2022


Day	Number of hours	Short description of the activity
05/07/2022	4	Development of a case scenario and vocabulary that addresses to the owners of cultural institutions in order to get familiar with the basic vocabulary for communication with people with sensory disabilities within the framework of IO2
07/07/2022	4	Development of a case scenario and vocabulary that addresses to the owners of cultural institutions in order to get familiar with the basic vocabulary for communication with people with sensory disabilities within the framework of IO2
12/07/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
14/07/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
15/07/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.

20/07/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
SUM	40	


Date, signature of person responsible 31/7/2022



Date, signature of Partner Coordinator

31/07/2022


Appendix 4

Time4AlternativeCreativity 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 / IO3

Month/year: 08/2022

Day	Number of hours	Short description of the activity
29/08/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
30/08/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
31/08/2022	8	Within the framework of IO3 the museum searched for organizations that adopt and/ or develop interesting and innovating practices in terms of provision of services towards people with sensory disabilities.
SUM	24	

31/08/2022 
Date, signature of person responsible



Date, signature of Partner Coordinator

31/08/2022
