

**Appendix 2**
**Periodic report: from 1/03/2023 to 31/03/2023**
*Time4AlternativeCreativity in remote space*
**PART A – A SUBSTANTIVE REPORT**

<b>Project's result</b>	<b>Description of activities carried out</b>
01	
02	
03	
Management	<p>The activities that concern the management of the Agricultural and Ethnographic Museum of Aradossivia, Ellassona (AEMA) during the eighth quarter of the project's life were as followed:</p> <ol style="list-style-type: none"> <li>1. Informing the Board of AEMA regarding the Time4AC project, its progress and the steps that need to further be done.</li> <li>2. Identification of human resources needed for project's effective implementation within the context of work among the upcoming multiplier events</li> <li>3. Identification of key stakeholders from AEMA's network in order to invite them in the multiplier events</li> <li>4. Preparation in the participation in the final meeting in Portugal</li> <li>5. Coordination and management of the museum's team in order to support and facilitate the next and final steps of the project.</li> </ol>
Multiplier events, dissemination	
Monitoring and evaluation	



<p>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 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>
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Erasmus+

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**Deviations from schedule:**



31/03/2023

Date and signature