

Appendix 2

Periodic report: from 1/9/2021 to 30/11/2021

Time4AlternativeCreativity in remote space

PART A – A SUBSTANTIVE REPORT

Project's result	Description of activities carried out
01	<p>This output requires the conduct of a secondary research for the identification of digital solutions that are offered to businesses in the cultural sector and the creative industry, so as to operate effectively and efficiently in the remote space. Therefore, we prepared a list with sites, blogs, articles etc from where we can retrieve data contributing actively with suggestions towards the other Greek partner. So, digital solutions, applications and tools were identified and indicated as potential solutions for the manual.</p>
02	<p>We explored our network in order to find the appropriate stakeholders that will be willing to participate in the In Depth Interviews (IDI). These stakeholders are professionals who are active in the cultural and the creative sector and have long experience in running and/or working with cultural institutions not only in the region of Elassona but also in a wider scale. Their points of view are of high importance for the project's implementation and this fact was highlighted during our communication with them, constituting also our main argument for persuading them to participate in the Interview.</p> <p>In addition to that, we also explored our potential in finding people with disabilities that could participate in the research through the completion of a questionnaire. The identified persons were approached by the Museum's team. The main goals and objectives of the project were explained to them while instructions were given on how they could complete the questionnaire.</p>
03	
Management	<p>The activities that concern the management of Agricultural and Ethnographic Museum of Aradossivia, Elassona (AEMA) during the second quarter of the project's life were as followed:</p> <ol style="list-style-type: none"> 1. Informing the Board of the AEMA regarding the Time4AC project. More specifically, the progress of the project was presented, the timeline of responsibilities and tasks for the second quarter and the allocation of tasks were identified as well.

	<ol style="list-style-type: none"> 2. Implementation of a secondary research concerning the identification digital tools, applications and platforms that could contribute significantly to the promotion of services for cultural and creative businesses. 3. Activation of the personal network of AEMA in order to conduct interviews with professionals in the field that will testify their experience regarding these digital tools. 4. Activation of the personal network of AEMA in order to find people with disabilities that could participate in the completion of the questionnaire. 5. Conducting a secondary research for finding digital solutions and tools that could enhance the service provision of cultural and creative businesses in an online manner. 6. Participation in the Kick-off meeting in Athens. Active contribution in the development of the KOM agenda and the selection of guest speakers. 7. Coordination and management of the Partner's team in order to support and facilitate the development and implementation of the project deliverables.
<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>



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Deviations from schedule:

30/11/2021

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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: 09/2021

Day	Number of hours	Short description of the activity
01/09/2021	4	Development of a list with key stakeholders that are activated in the cultural and creative sector. Primarily, the stakeholders derive from the Museum's direct network and they are activated inside and outside the regional boundaries of Ellassona. These stakeholders will be contacted in order to participate in the interviews for the IO2.
02/09/2021	4	Development of a list with key stakeholders that are activated in the cultural and creative sector. Primarily, the stakeholders derive from the Museum's direct network and they are activated inside and outside the regional boundaries of Ellassona. These stakeholders will be contacted in order to participate in the interviews for the IO2.
14/09/2021	4	Development of a list with people with disabilities. These persons will be contacted in order to participate in the research that will be conducted through questionnaires within the framework of IO2.
15/09/2021	4	Development of a list with people with disabilities. These persons will be contacted in order to participate in the research that will be conducted through questionnaires within the framework of IO2.
16/09/2021	4	Communication with professionals in the field of cultural and creative sector, carrying out interviews in an online mode (via zoom) for IO2



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22/09/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the service promotion of cultural and creative businesses. This research was conducted within the framework of IO1
29/09/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the service promotion of cultural and creative businesses. This research was conducted within the framework of IO1
30/09/2021	4	Communication with professionals in the field of cultural and creative sector, carrying out interviews in an online mode (via zoom) for IO2
SUM	32	

30/09/2021

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Date, signature of person responsible

30/09/2021

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Date, signature of Partner Coordinator



The project No: 2020-1-PL01-KA227-ADU-4095575
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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

Month/year: 10/2021

Day	Number of hours	Short description of the activity
06/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the service promotion of cultural and creative businesses. This research was conducted within the framework of IO1
12/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the enhancement of cultural and creative businesses's visibility on the internet. This research was conducted within the framework of IO1.
13/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the enhancement of cultural and creative businesses's visibility on the internet. This research was conducted within the framework of IO1.
18/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for the enhancement of cultural and creative businesses's visibility on the internet. This research was conducted within the framework of IO1.
19/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for facilitating the communication of cultural and creative businesses with their employees and customers. This research was conducted within the framework of IO1.
21/10/2021	4	Research of sites, blogs and articles for the identification of digital tools that are used for facilitating the communication of cultural and creative businesses with their employees and customers. This research was conducted within the framework of IO1.



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SUM

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31/10/2021

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31/10/2021

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Appendix 4

Time4Alternative Creativity in remote space

MONTHLY TIME SHEET

Partner: Agricultural - Ethnographic Museum of Aradossivva, Ellassona (AEMA)
First name and last name: Konstantinos Akrivos
Profil of staff (researcher/teacher/technical) and No of Project's result: Researcher / IO2
Month/year: 11/2021

Day	Number of hours	Short description of the activity
03/11/2021	4	Communication with people with disabilities and distribution of a questionnaire for carrying out a research within the framework of IO2. They were also informed about the project while specific instructions were provided to them for the correct completion of the questionnaire.
11/11/2021	2	Communication with professionals in the field of cultural and creative sector, carrying out interviews in an online mode (via zoom) for IO2
22/11/2021	2	Communication with professionals in the field of cultural and creative sector, carrying out interviews in an online mode (via zoom) for IO2.
SUM	8	

30/11/2021

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30/11/2021

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Date, signature of Partner Coordinator



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