



<b>Meeting Description</b>	Fifth Project Meeting in St. Pölten (Austria)
<b>Meeting hosted by</b>	Höhere Technische Bundeslehr- und Versuchsanstalt

<b>Date / Time / Place</b>	31/01/13 15:00 Hotel Plenum
<b>Name of Workline</b>	Workline C – Supporting Tasks
<b>Name of Workgroup</b>	Photo collectors

<b>Representative workgroup member</b>	[LU] Jean-Jacques Zeimes
<b>Co-representative workgroup member</b>	
<b>Co-representative workgroup member</b>	

<b>Further workgroup members</b>	[LT] Rytis Jarusevicius
	[FR] Thibaut Lachaume, Romain Oustalet

<b>Minute written by</b>	[LU] Michel Gieres
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<b>Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance</b>	<b>Responsible school(s) or person(s) incl. deadlines</b>
<p>Communication between students from different countries did not happen and almost no photos were collected.</p> <p>A list of all the countries that never send any photos must be created. Then it needs to be decided to see which country collects which photos.</p> <p>The French delegation checks the PICASA website to see which countries have uploaded photos.</p> <p>[LU] Zeimes points out that he has received a USB stick from the [NO] delegation.</p> <p>The old system of collecting photos has to be changed.</p> <p>Every delegation will send pictures to Zeimes and he will distribute them to the various photo collectors.</p> <p>At the moment, there is only one video DVD from [IE], even though we are supposed to collect more videos.</p> <p>Because of the fluctuation in this group we did not get back all the USB sticks and the photo collectors did not get all the photos.</p> <p>The French delegation is accessing PICASA to check which countries have downloaded pictures.</p> <p>There are not enough videos, even though videos should be collected to produce a DVD.</p> <p>The Norwegian delegation has sent a stick about the fourth meeting in Finland.</p>	

<b>Description of work progress:  Topics / Tasks / Results / Decisions / Facts of importance</b>	<b>Responsible school(s) or  person(s) incl. deadlines</b>
<p>The old system of collecting photos needs to be changed. People should send the USB sticks (or dvds or cds) to:</p> <p>Lycée Technique des Arts et Métiers  Jean-Jacques Zeimes  19, rue Guillaume Schneider  L-2522 Luxembourg</p> <p>Members can send any material they like (on USB, DVDs or CDs).</p> <p>A list showing all the photos that have been sent should be created. The list will be published on FORUM and every delegation can check progress there.</p> <p>Not every delegation is present at the meeting. Another problem is that at each meeting, there were different members from different countries. This fluctuation results in quite a substantial mess.</p> <p>Every member should send an e- mail to Jean-Jacques Zeimes to inform him about the progress of each delegation.</p> <p>People are requested to sort their pictures in different folders before sending them to Zeimes. (Work, Portrait, Culture, Other, Factory)</p>	

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<b>Meeting hosted by</b>	Höhere Technische Bundeslehr- und Versuchsanstalt

<b>Date / Time / Place</b>	Fri 01/02/13 14:00 Hotel Room -Plenum
<b>Name of Workline</b>	Workline C – Supporting Tasks
<b>Name of Workgroup</b>	Photo collectors

<b>Representative workgroup member</b>	[LU] Jean-Jacques Zeimes
<b>Co-representative workgroup member</b>	[FR] Romain Ostalet
<b>Co-representative workgroup member</b>	[FR] Thibaut Lachaume

<b>Further workgroup members</b>	

<b>Minute written by</b>	[LU] Michel Gieres
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<b>Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance</b>	<b>Responsible school(s) or person(s) incl. deadlines</b>
<p>The photo gallery people have been contacted to tell them that they can get the photos from PICASA. The photo gallery people will create a special public gallery for public relations. All the delegations will be able to access this gallery (work, other, portrait, culture, factory). Only a few pictures will be posted in this gallery.</p> <p>All the photos from this meeting will be available very soon, so that the photo gallery people can access them immediately for further use.</p> <p>The photo gallery people join our meeting in order to be told what to do.</p> <p>Ca. 5 photos per folder (work, other, portrait, culture, factory) should be chosen for the special gallery.</p> <p>The photo gallery people get access to all the photos. They will choose 30 pictures and forward them to Friedrich Wilhelm, who will create the final gallery.</p> <p>On the main cnc-network homepage, a new button needs to be created in order to enable easy access to the new public gallery.</p>	

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<b>Meeting hosted by</b>	Höhere Technische Bundeslehr- und Versuchsanstalt

<b>Date / Time / Place</b>	Sat 02/02/13 - 11:00 - Hotel Plenum
<b>Name of Workline</b>	Workline D – Supporting Tasks
<b>Name of Workgroup</b>	Photo collectors

<b>Representative workgroup member</b>	[LU] Jean-Jacques Zeimes
<b>Co-representative workgroup member</b>	
<b>Co-representative workgroup member</b>	

<b>Further workgroup members</b>	[FR] Romain Oustalet, Thibaut Lachaume

<b>Minute written by</b>	[LU] Michel Gieres
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<b>Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance</b>	<b>Responsible school(s) or person(s) incl. deadlines</b>
<p>Not much needs to be discussed.</p> <p>The decisions taken yesterday are still valid and people will continue their work as planned.</p> <p><b>IMPORTANT!!!</b> However, one misunderstanding needs to be eradicated. Friedrich Wilhelm will not set up the final gallery, but the photo gallery team will do this!</p>	