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| Meeting Description | Fifth Project Meeting in St. Pölten (Austria) |
| Meeting hosted by | Höhere Technische Bundeslehr- und Versuchsanstalt |

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| Date / Time / Place | Thursday, 31st January 2013, Hotel Room |
| Name of Workline | Workline E – The Last Mile |
| Name of Workgroup | Final Presentation |

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| Representative workgroup member | [HR] Tatjana Antic |
| Co-representative workgroup member | |
| Co-representative workgroup member | |

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| Further workgroup members | [IT] Francesca Artuso, Romina Biava, Lorenzo Zacchia, Razvan Petrutu |
| | [SK] Jozef Bordac, Bekim Cazimi, Michal Barancik, Juraj Zahradnicek |
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| Minute written by | [IT] Francesca Artuso |
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| Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance | Responsible school(s) or person(s) incl. deadlines |
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| <ul style="list-style-type: none"> We must gather in front of the Parliament at 10.30 a.m. to collect all the devices which must be kept inside (beamers, microphones, plugs, wagons, tracks, European electronic map and so on). We can't forget we have a security check to pass so time can be delayed. Everybody must know what to do and where to go. Time at our disposal: 25 minutes. Each school will be represented by one of its own students who will have to introduce his/her Nation and tell what we have done to connect people in one minute. All the representatives will stand around the tracks in alphabetical order. The presentation will be in two languages, our own and in English. We could also have two students as announcers. | |

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| Meeting Description | Fifth Project Meeting in St. Pölten (Austria) |
| Meeting hosted by | Höhere Technische Bundeslehr- und Versuchsanstalt |

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|----------------------------|---|
| Date / Time / Place | Friday, 1 st February 2013, Hotel Room |
| Name of Workline | Workline E – The last mile |
| Name of Workgroup | Final Presentation |

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| Representative workgroup member | [HR] Tatjana Antić |
| Co-representative workgroup member | [ID] Firstname Name |
| Co-representative workgroup member | [ID] Firstname Name |

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| Further workgroup members | [IT] Petrutu Razvan Crinel |
| | [IT] Zacchia Lorenzo |
| | [IT] Artuso Francesca |
| | [IT] Biava Romina |
| | [SK] Eva Kawiorakova |
| | [SK] Jozef Bordai |
| | [SK] Bekim Cazimi |
| | [SK] Martin Bebjak |
| | [SK] Yuraj Zahradnijek |

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| Minute written by | [IT] Petrutu Razvan Crinel |
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| <p>Before starting we must fulfil all the following questions: How big is the presentation room? Which shape?</p> <p>What facilities do we have in Joseph Antaláh room? Should all the things be performed by us or will we have insider help? What about plug ins? Other electrical facilities? We need to find all the information.</p> <p>Then we could say the meeting will be structured on 3 levels: before, during and after. Each level another - task</p> <p>Before: all the things will be set up (from tracks over wagons to the – Electronic map, presentations etc)</p> <p>During:</p> <p>For how long will the security check be performed before starting presentation?</p> <p>2 students will be chosen as coordinator of the whole presentation in the Parliament.</p> | |

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| <p>The formula is the following:</p> <ol style="list-style-type: none"> 1. Heinz, on behalf on all of us 2. VIPs 3. Schools <p>Schools will stand around the tracks (exactly order!), and the students representative has 1 minute for his speech</p> <ul style="list-style-type: none"> • Greetings, where we are from (in 2 different languages) • what we have done to connect people. (English) <p>When all the wagons are on the tracks, Heinz will give the beginning whistle After two rounds running, the presentation will be over.</p> <p>After:</p> <p>We are going to talk with our guests (VIPs MPs and so on).</p> <p>Scenario will be written and set on the forum, after knowing the answers to the questions in the introduction of this minute.</p> | |

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| Meeting Description | Fifth Project Meeting in St. Pölten (Austria) |
| Meeting hosted by | Höhere Technische Bundeslehr- und Versuchsanstalt |

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| Date / Time / Place | Saturday, 2 nd February 2013, Hotel Room |
| Name of Workline | Workline E – Final Presentation |
| Name of Workgroup | Final Presentation |

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| Representative workgroup member | [HR] Tatjana Antić |
| Co-representative workgroup member | |
| Co-representative workgroup member | |

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| Further workgroup members | [IT] Petrutu Razvan Crinel |
| | [IT] Zacchia Lorenzo |
| | [IT] Artuso Francesca |
| | [IT] Biava Romina |
| | [SK] Eva Kawiorakova |
| | [SK] Jozef Bordai |
| | [SK] Bekim Cazimi |
| | [SK] Martin Bebjak |
| | [SK] Yuraj Zahradnijek |

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| Minute written by | [HR] Tatjana Antić |
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| <p>All group members discussed the potential presenters of our work. Our proposal is to have two students as announcer in general and two for each school - one of them supposed to get everyone's attention to the wagon, and another one should say in mother tong and in English in 60 sec. all the important things about the wagon.</p> <p>Two students Dominik from Croatia and Kevin from the Netherlands took the invitation for announcers.</p> <p>Tatjana will write scenario of the meeting. Eva and Francesca will help with the performance. It is very important to obey the 60-sec rule and to learn all the things about own wagon by hart and we must explain that in front of all. Power-Point-Presentations should be ready to show them while the presenters talking, but it is not easy to adjust - EU Map is not working yet. Tatjana made presentation and put it on the forum.</p> | <p>Dominik and Kevin</p> <p>Tatjana</p> |

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| <p>All the questions should be send by email to her and she is going to answer them, because we offered to many parts of information. The Train Family is going to be ready to present our work in the Parliament on 10.04.2013.</p> | |