



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

Date / Time / Place	Thursday, 31 st January 2013, Hotel, PL
Name of Workline	Workline E – The last mile
Name of Workgroup	Upper Part Exchange

Representative workgroup member	[AT Ful] Harald Falschlunger
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Further workgroup members	[LT] Rita Jakštienė
	[LT] Rytis Jaruševičius
	[SI] Miha Smodiš
	[HU] Tamas Venekei

Minute written by	[SI] Simona Vincelj
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Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance	Responsible school(s) or person(s) incl. deadlines
<p>After a long discussion on how the exchange should be done, to make it the least confusing and fair for all the participants, we decided as follows:</p> <ol style="list-style-type: none"> 1. First, we need to gather the information on how many upper parts the countries are going to produce. We made a list and we are going to ask each country. (We learned that Germany, France and Portugal are going to produce 25 wagons, so they get one from each country and don't participate in the exchange). 2. Others are going to produce 10. One stays home, so each country has 6 wagons to exchange. 3. We are going to make 6 cards with IDs and exchange them on Saturday. We'll put students from two countries around each table, so everybody knows who is who... 	

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

Date / Time / Place	Friday, 1st February 2013, Hotel, PL
Name of Workline	Workline E – The last mile
Name of Workgroup	Upper Part Exchange

Representative workgroup member	[AT Ful] Harald Falschlunger
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Further workgroup members	[LT] Rita Jakštienė
	[LT] Rytis Jaruševičius
	[SI] Miha Smodiš
	[SI] Alen Vindiš
	[HU] Tamas Venekei
	[AT Ful] Andreas Wanker

Minute written by	[SI] Simona Vincelj
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Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance	Responsible school(s) or person(s) incl. deadlines
<p>We discussed and suggested various ways for the upper part exchange. When we decided on one:</p> <ul style="list-style-type: none"> ➤ ppt presentation for the exchange was prepared and it is going to be shown to everybody on Saturday to make it easier to understand. ➤ card with national IDs were made by the students ➤ they were printed out and cut up ➤ cards for the tables were also made and printed out <p>The exchange will be made on Saturday, at the Good Evening Flashlight. Students from each delegation find out where there table is and they make the exchange.</p>	

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

Date / Time / Place	Saturday, 2nd February 2013, Hotel, PL
Name of Workline	Workline E – The last mile
Name of Workgroup	Upper Part Exchange

Representative workgroup member	[AT Ful] Harald Falschlunger
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Further workgroup members	[LT] Rita Jakštienė
	[LT] Rytis Jaruševičius
	[SI] Miha Smodiš
	[SI] Alen Vindiš
	[HU] Tamas Venekei
	[AT Ful] Andreas Wanker

Minute written by	[SI] Simona Vincelj
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Description of work progress: Topics / Tasks / Results / Decisions / Facts of importance	Responsible school(s) or person(s) incl. deadlines
<p>There's been a change in today's agenda, so the exchange of the cards will be made at our presentation at 14.45.</p> <p>Students from Slovenia will prepare the tables – they will put the names of two countries and six corresponding cards with national IDs on each table. Our representative is going to explain the exchange procedure which is the following:</p> <ul style="list-style-type: none"> ➤ delegation members go to the corresponding tables, take the cards and exchange them with whomever they wish. The exchange may be done multiple times. ➤ we have prepared the list for the exchange. One of the students will gather all the information, so we know who gets whose wagons ➤ the list will be posted on the forum by the end of this meeting <p>The actual exchange will be made at the end of the final meeting. Each country must bring at least nine wagons. If someone prefers to send their upper parts, they should do so by sending them to Germany before the final meeting.</p> <p>All the upper parts should be packed safely and titled with the national ID code, so nobody has a problem with packing and any confusion can be avoided. (HOMEWORK!)</p>	