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**Event:** Consortium meeting of HEIn4 project  
**Venue:** ZOOM – link see invitation  
**Moderator:** Mr. Geert De Lepeleer  
**Time:** 10:00 – 12:00 C.E.T  
**Date:** 11.04.2022

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## AGENDA

- 1 Situation in Ukraine
- 2 Approval and follow up of meeting report 04/03/2022
- 3 Financial management: second instalment, proof of recording equipment in accountancy
- 4 Completed template for courses with industry, presentation by all Georgian partners
- 5 Physical visits + explanation of the use of the unit costs + supporting documentation travel costs  
  
Gent 2<sup>nd</sup> May – 7<sup>th</sup> May  
  
Porto 6<sup>th</sup> June – 10<sup>th</sup> (11<sup>th</sup>) June  
  
Sweden - to be determined
- 6 Courses for industry – Overview sent by Ellen complete?
- 7 Evaluation methods
- 8 Involvement of the associate partners
- 9 Lay-out of HEIN4 website
- 10 HEIN4 contents on the websites of the partner universities – check by Ellen: results
- 11 Dissemination
- 12 Any other business
- 13 Next meeting