



**REFLECT LAB: Supporting lecturers in applying inquiry-based learning**


**Agenda**

**Short-term staff training  
28 May – 1 June 2018  
Hanover**






**Participating Organizations**

<b>P1</b>	DE - LEIBNIZ UNIVERSITÄT HANNOVER – Coordinator	
<b>P2</b>	RO - UNIVERSITATEA "ALEXANDRU IOAN CUZA"	
<b>P3</b>	PL - UNIWERSYTET MIKOLAJA KOPERNIKA W TORUNIU	
<b>P4</b>	UK - THE MANCHESTER METROPOLITAN UNIVERSITY	
<b>P5</b>	ES - UNIVERSIDAD DE LA LAGUNA	


<b>Monday, 28.05.2018</b>		
14:00	Welcome	<b>P1</b>
14:30	Agenda	<b>P1</b>
14:45	What is the ReflectLab project about? <i>(reference: IO 1 – need analysis)</i>	<b>P1</b>
15:30	What has to be considered in order to implement a Reflect Lab? <i>(reference: IO 2 – handbook for the implementation of Reflect Labs)</i>  In-depth evaluation of the this output by all participants	<b>P1, P4</b>
21:00	End of day one, breaks in-between	
<b>21:00</b>	<b>DINNER</b>	
		





Tuesday, 29.05.2018		
09:00	Warm up Summary of Day 1 Agenda for day 2	P1, all
09:15	Methods for the implementation of Reflect Labs <i>(reference: IO 2 – webinars on group work and working with portfolio)</i>  <i>*This unit happens in the form of a webinar; hence, all participants need laptops.</i> <i>*Session will be recorded with Adobe Connect</i>	P1, P2
12:30	<b>LUNCH</b>	
		
13:30	In-depth evaluation of the this output by all participants <ul style="list-style-type: none"> <li>• Small group work</li> <li>• Discussion within the plenum</li> </ul>	P1, P2
19:30	End of day two, breaks in-between	
20:00	<b>DINNER</b>	
		

Wednesday, 30.05.2018		
09:00	Warm up Summary of Day 2 Agenda for day 3	P1, all
09:15	Introduction into the Reflect Lab Platform <ul style="list-style-type: none"> <li>• Benefit</li> <li>• Functions</li> <li>• Profile</li> </ul> <i>(reference: IO 5 – platform)</i>	P2
12:30	<b>LUNCH</b>	
		
13:30	Test run of Reflect Labs <ul style="list-style-type: none"> <li>• Presenting stimulus materials</li> <li>• Presenting method and research guide</li> <li>• Explaining procedure</li> <li>• Working in smaller groups</li> </ul>	P5, P1, P3
19:30	End of day three, breaks in-between	
20:00	<b>DINNER</b>	



		
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Thursday, 31.05.2018		
09:00	Warm up Summary of Day 3 Agenda for day 4	<b>P1, all</b>
09:15	Test run Continuation of Wednesday	<b>P2</b>
12:30	<b>LUNCH</b>	
		
13:30	Test run Continuation of Wednesday <ul style="list-style-type: none"> <li>• Presentation of results</li> <li>• Evaluation</li> <li>• Discussion</li> </ul>	<b>P5, P1, P3</b>
19:30	End of day four, breaks in-between	
<b>20:00</b>	<b>DINNER</b>	
		

Friday, 01.06.2018		
	Warm up Summary of Day 4 Agenda for day 5	<b>P1, all</b>
09:15	What happens in the next month? <ul style="list-style-type: none"> <li>• Implementation of Reflect Labs in university seminars</li> <li>• Support structures for lecturers</li> <li>• Time table for the BLC</li> </ul> <i>(reference: IO 4 – BLC)</i>	<b>P1</b>
13.00	Evaluation of Training	<b>P1, P3</b>
13.30	End of training, breaks in-between	
14:00	<b>LUNCH (optional)</b>	
