



Co-funded by the
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PROJECT 2020-1-ES01-KA229-081824 "HARRY POTTER AND THE CASE OF THE SICK EARTH"

Tasks and responsibilities of each partner school

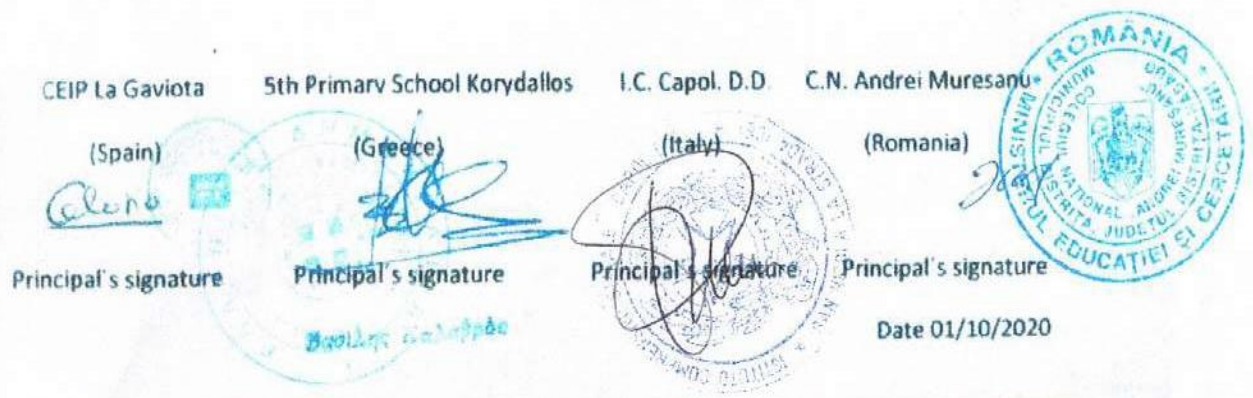
Each partner will make all the common project activities at local/regional level and will organize one short term exchange of student's mobility as host school. Each school will register their activities at the project's Twinspace and some multiplication-events on eTwinning platform. Will make all the necessary steps to apply for eTwinning Label for the school. Complete all the monitoring tasks.

The other specific project tasks are as:

- **Spain** coordinate the project, responsible with communication and collaboration between partners, opening and administrating the project web-page, continuing the eTwinning project, guide Romania and Italy in eTwinning, editing the project journal each year, making and sending Gantt Diagrams activities every month, monitoring activities every 6 months, monitoring project results and aims at the end of the project. Update the Erasmus+ project's platform results.
- **Greece** responsible with Dissemination. Create a dissemination plan. Monitoring dissemination with intermediate and final dissemination reports. Dissemination in School Education Gateway. Guide Romania and Italy in eTwinning.
- **Italy** responsible with Impact. Making and monitoring impact with intermediate and final reports. Create the project Facebook Page.
- **Romania** responsible with Risks. Create a Risk Register. Monitoring risks with intermediate and final risks reports. Dissemination on Twitter.

Spain, as coordinator, will assess all partners if any help is needed with their tasks and responsibilities.

We are working together by September 2020 in eTwinning project, we have already developed a working style and will continue to use for communication: e-Twinning platform, Whatsapp Group, email, but also we will open a new FB page and a project web-page. The communication between partners will be at least once a week for project management, project activities or meetings.





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Tasks and responsibilities in each School

School Year 2020/2021

Name	Sign	Responsibility	Email	Department

School Year 2021/2022

Name	Sign	Responsibility	Email	Department