

## **WP2 – Entrepreneurship Knowledge Transfer**

### **Training of the trainers 3**

|                                |  |
|--------------------------------|--|
| <b>Title of the Project</b>    | <b>Entrepreneurship Knowledge Centers to Foster Innovative Entrepreneurship Practices in Education and Research / ENCORE</b> |
| <b>Host Institution</b>        | FH JOANNEUM Graz for ToT3<br>University of Alicante for ToT4   |
| <b>Work Package / Activity</b> | WP2 – Entrepreneurship Knowledge Transfer  |
| <b>Date(s)</b>                 | 3 <sup>rd</sup> until 6 <sup>th</sup> of May, 2022   |
| <b>Venue / Place</b>           | Face-to-face in Graz/Austria   |

### **Topics of the ToT3 & 4**

Financial management for entrepreneurs – how to finance entrepreneurial activities & start-ups, alternative methods of financing for entrepreneurs  
Business strategies and models for entrepreneurs

Insights into the importance knowledge on target markets and target groups  
Coaching and tools to support students and entrepreneurs in becoming an entrepreneur  
Developing the entrepreneurial path  
Entrepreneurship ecosystem and defining and forming an own on a national basis

### **General information about ToT3 & 4**

The training aims to build up knowledge and share experiences made among the partners from Europe, Bhutan, Laos and Nepal. The knowledge generated supports all partners with the implementation of the upcoming work packages and tasks within the project.

In addition, the trainings combine theoretical input sessions which are combined with practical sessions, applying the learnt to support the implementation of the project. The content/format includes ppt presentations, interactive exercises, polls, good practice examples, etc., group work, reading materials, follow-up work, etc.

ToT3 is planned to be held in Graz/Austria at FH JOANNEUM from the 3<sup>rd</sup> until the 6<sup>th</sup> of May 2022 and will be combined with a project management meeting. ToT4 is going to take place in Alicante/Spain at University of Alicante. All sessions start in the morning and will then last until the late afternoon – please see schedule below.

Both trainings will be the first ones implemented face-to-face.

It is of highest importance to involve all partners to the same extend. It is a non-aim of these trainings to only include European perspectives in the trainings. Cultural diversities need to be considered while implementing the two final trainings.

Through the implementation of the trainings, it is also believed that team building can be enforced and a stronger commitment in terms of collaboration can be achieved.

### **Training participant specifications**

Training participants need to be engaged with the entrepreneurship knowledge center implementation in the respective universities. Therefore, the training participants should be the following:

- Higher education management representatives engaged in the ENCORE centers
- Project coordinators of ENCORE and the entrepreneurship knowledge centers (EKC)
- EKC staff including director
- EKC student coordinator/students working within the EKCs

It is essential that people who will actually be engaged with the ENCORE centers take part within this training as this training is also very much connected to work package 4 which deals with the operations of the entrepreneurship knowledge centers.

### Agenda for ToT3

Tuesday, 3<sup>rd</sup> of May 2022

| Time          | Activity  | Responsible partner                      |
|---------------|---|--|
| 08:15         | <b>Pick-up at Hotel B&amp;B</b><br><br>If you stay somewhere else, please let us know to arrange a pick-up for you!   | FH JOANNEUM (FHJ)                        |
| 09:00 – 10:30 | <b>Welcome &amp; opening of the ENCORE ToT3 &amp; project management meeting</b><br><br>Objectives and topics of the training & introduction of all participants (ice-breaker activity)               | EU partners with the support of everyone |
| 10:30 – 11:15 | <b>Start of the project management meeting – Part 1</b><br><br><b>WP3 – Technical Instalment of the EKCs</b><br><br>Open tasks<br>Current status-update by each partner and next steps<br>Q&A session | FHJ & all partners                       |
| 11:15 – 11:30 | <b>Coffee break</b>   |  |
| 11:30 – 12:30 | <b>WP2 – Training of the trainers</b><br><br>Multiplier events – presentation of the planning and implementation so far<br>Max 10 min for each partner  | UA & all partners                        |
| 12:30 – 13:30 | <b>Lunch break</b>  |  |
| 13:30 – 14:30 | FHJ Student get together  | FHJ                                      |
| 14:30 – 15:30 | <b>WP7 – Dissemination and visibility</b><br><br>Status-quo presentation of website, folder & poster<br>Discussion about translation and printing<br>Dissemination reports                            | SU & FHJ                                 |
| 15:30 – 15:45 | <b>Wrap-up of the day</b>   | UA                                       |
| 18:30         | <b>ENCORE dissemination event at FH JOANNEUM</b>  | Everyone                                 |

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|--|-------------------|--|
|  | Start at 19:00 pm |  |
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### Wednesday, 4<sup>th</sup> of May 2022

| Time          | Activity   | Responsible partner               |
|---------------|--|-----------------------------------|
| 08:15         | <b>Pick-up at Hotel B&amp;B</b>  | FHJ (FHJ)                         |
| 08:45 – 10:45 | <b>Welcome &amp; opening the 2<sup>nd</sup> day of the ENCORE ToT3</b><br><br><b>Financial management for entrepreneurs – insights into financial strategies and guidance to support students and entrepreneurs – Part 1</b><br><br>How to finance entrepreneurial activities and start-up?<br>What are methods for financing start-ups? Which are factors to be considered when aiming to be an entrepreneur? | FHJ (Paul Hofmann)                |
| 10:45 – 11:00 | <b>Coffee break</b>  |                                   |
| 11:00 – 13:30 | <b>Financial management for entrepreneurs – insights into financial strategies and guidance to support students and entrepreneurs – Part 2</b><br><br>How to finance entrepreneurial activities and start-up?<br>What are methods for financing start-ups? Which are factors to be considered when aiming to be an entrepreneur?   | FHJ (Paul Hofmann)                |
| 13:30 – 14:30 | <b>Lunch break</b>   |                                   |
| 14:30 – 16:30 | <b>Coaching and tools to support students and entrepreneurs for development purposes</b>   | HHA (Eva Holmberg & Reija Anckar) |
| 16:30 – 16:45 | <b>Wrap-up of the day</b>  | UA                                |
| 17:45         | <b>City tour made by Clauda – pick-up at Hotel B&amp;B</b>   | Whoever is interested to join     |

### Thursday, 5<sup>th</sup> of May 2022

| Time          | Activity  | Responsible partner |
|---------------|---|---------------------|
| 08:30         | <b>Pick-up at Hotel B&amp;B</b>   | FHJ                 |
| 08:45 – 10:30 | <b>Start of the project management meeting – Part 2</b><br><br><b>WP8 – Project management &amp; reporting</b><br><br>Planning of next steps in terms of management meetings, adaptation of the GANTT chart, meetings with the financial officer of FHJ | FHJ                 |
| 10:30 – 10:45 | <b>Coffee break</b>   |                     |
| 10:45 – 11:30 | <b>WP6 – Quality &amp; ethics control</b><br><br>Current status presentation<br>Presentation of the internal and external evaluation<br>QEB meetings so far and planned<br>Next steps   | RTC                 |
| 13:30 – 14:30 | <b>Lunch break</b>  |                     |

|               |   |     |
|---------------|---|-----|
| 14:30 – 16:30 | <b>Training session</b><br><br><b>Business strategies and model development</b><br>Insights into the topics and workshop on how to train students | FHJ |
| 16:30 – 16:45 | <b>Wrap-up of the day</b>   | UA  |

### Friday, 6<sup>th</sup> of May 202

| Time          | Activity  | Responsible partner       |
|---------------|---|---------------------------|
| 08:30         | <b>Pick-up at Hotel B&amp;B</b>                                     | FH JOANNEUM (FHJ)         |
| 09:00 – 14:00 | <b>Hackathon</b><br><br>Developing new services & finances for EKCs | EU partners as moderators |
| 14:00 – 14:30 | <b>Wrap-up of the day</b>   | UA                        |



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