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## PEER REVIEW

# Work agenda

## PEER REVIEW

at: \_\_\_\_\_ ITE "E. CARUSO "NAPLES \_\_\_\_\_  
visit date (2,5 days): \_ 28-30.05.18 \_\_\_\_

### ***1st day: Monday 28 May 2018***

<b>times</b>	<b>Activities</b>	<b>Participants</b>
15, 00- 15.45	Welcome by the Manager, Facilitator, and the Institute Staff  Presentation of the institute  Visit of the institute : knowledge of the structures and activities.	Peer group Manager , Facilitator , Staff of the Institute (collaborators,) DSGA, President of the Institute Council,representation of territorial partners )
15.45-16.15	Presentation of the project by the Peer Coordinator ,purpose of the visit , organization of the agenda and workspaces , tools, documentation	Peer group Manager , Facilitator, Staff of the Institute (collaborators,) DSGA, President of the Institute Council, representation of territorial partners )
4.15pm - 4.45pm	Presentation of the <u>Self-Report</u> by the Manager and Facilitator of the institute .	Peer group Manager , Facilitator, Staff of the Institute
4.45pm - 5.30pm	<b>Focus group to the</b> entire staff of the institute	Peer group Manager , Facilitator, Staff of the Institute

### ***2nd day: Tuesday 29 May 2018***

<b>times</b>	<b>Activities</b>	<b>Participants</b>
8.30 - 9.30	Meeting of the Peer group for the organization of the day	Peer group
9.30 - 10.30	<b>First interview</b> with <u>4 teachers</u> , 2 for each group of tandem peers)	Peer group + 4 teachers



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10.30 -11.00	Break	
11.00 - 11.30	Analysis among the Peer group (Compilation interviews )	Peer group
11.30 - 12.00	<b>Second interview</b> ( <u>4 students</u> , 2 for each group of tandem peers)	Peer group + 4 students
12.00 - 12.30	Analysis among the Peer group (Compilation interviews)	
12.30 - 13.00	<b>Third interview</b> ( <u>1 territorial partners</u> , <u>1 family</u> )	Group of Peers + + territorial partner + family
13:00	Lunch	
14 -14.30	<b>Fourth Interview</b> ( Instrumental Function PTOF / System Figure )	Peer group + FS
14.30 - 15.15	Analysis among the Peer group ( Coming interviews)	Peer group
15,30-16,00	Analysis between the Peer group and the Facilitator and file collection and management	Peer Group and Facilitator
16:00 to 18:00	Completing interviews and final report Organization next day	Peer group

### ***3rd day: Wednesday, May 30th 2018***

<b>times</b>	<b>Activities</b>	<b>Participants</b>
8.30 - 10.30	Preparation Final report Revision visit between Peers	Peer group
10.30 - 11.00	<b>Activity/class observation</b>	Peer group
11.00 -11.30	Break	
11.30 -12.00	Coordination meeting with Facilitator	Peer group, Facilitator
12.00 -13.00	Analysis among the Peer group (Compilation interv i ste ) Preparation of feedback to be given to the staff of the institute	Peer group
13:00	Lunch	
14.30 - 15.00	Internal analysis and Meta Reflection	Peer group
15.00 - 16.00	Feedback with the staff of the institute	Peer group and Staff of the Institute (instrumental functions, collaboratoriori )