

# Information package TCA "Creating contacts between accredited organisations", 11<sup>th</sup> of February 2022

Dear Participants,

We are happy to welcome you to this contact seminar for accredited organisations taking place on 11<sup>th</sup> of February 2022.

**Time:** 08.30 CET

**Link to the seminar:** <https://uhr-se.zoom.us/j/67158536608>

Meeting ID: 671 5853 6608

The seminar will be held using Zoom. Downloading the Zoom app is not necessary, but recommended, as functions in browsers can be limited. [Download Center - Zoom](#)

## Agenda and instructions for division into groups:

The objective of this TCA is to create contact between accredited organisations. To facilitate networking the main activity of the seminar will be discussions on various themes and in different group constellations. **Please see attached agenda.**

During the seminar you will participate in four group discussions on different themes. Participants will be placed in groups according to sector and educational level. To make the division into groups technically feasible, upon entering the meeting we would appreciate if you could **please add your personal code before your name to your profile name tag in Zoom**. For example: "12F John Smith SE". Your personal code should be first in your profile name tag.

**Please find your personal code (one digit and one letter) in the attached file "Personal codes for Zoom".**

**Please find instructions on how to rename your profile name tag in Zoom in this link:** [How to Change Your Name on Zoom in 2 Ways \(businessinsider.com\)](#). We will also go through the instructions at the beginning of the seminar.

## UHR Event App for information and contact with other participants

**Download the App:** Please download the UHR Event App from App Store or Google Play:

[UHR Event i App Store \(apple.com\)](#)

[UHR Event – Appar på Google Play](#)

Find the event "Creating contacts between accredited organisations" and/or enter with the code: CCCA 11. Please note: there must be a space between CCCA and 11.

**Register in the App:** We kindly ask you to *prepare for the contact seminar* by registering in the UHR Event App.

Please find the profile icon and click to edit your profile. In the section for "Your presentation", please indicate your interests (for this seminar), for instance School Education – Pupil mobility. Please present yourself and the organisation you are representing. In which sector is your organisation accredited (SCH, VET, ADU)? What educational programmes are relevant for the accreditation? What are the needs and challenges of the organisation?

You can also add a photo of yourself. Since we can't meet in person a photo makes all the difference!

**Use the App:**

- ✓ to find the agenda and other information about the TCA.
- ✓ to check out who else is coming to the seminar and look for potential partners in future cooperation.
- ✓ to post questions and comments, photos of your school or town, and communicate with the other participants, before, during and after the seminar (for a few weeks).

***We politely ask you to notify us immediately if you do not intend to participate in the contact seminar.***

If you have any questions, please contact us via [tca@uhr.se](mailto:tca@uhr.se) or in the UHR Event App.

Best regards from Stockholm,  
The TCA-team