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Reforming Foreign Languages in Academia in Montenegro (Re-FLAME) – CBHE 609778

MONTHLY REPORT December 2021

This month the financial report was prepared and the financial plan for 2022 was drafted. A review of the current activities was done. The tender for the provision of textbooks for the University of Montenegro continued. The bids for proofreading of the textbooks were analysed and some of them were rejected due to technical omissions, leading to the decision to repeat the tender for some textbooks. There was permanent communication among the team members on a daily basis regarding current activities.

WP3 – DEVELOPMENT: Procuring LSP textbooks and literature on applied linguistics and IT equipment

3.1 Compiling a list of necessary LSP textbooks and literature on applied linguistics

- The tender for the procurement of literature for the University of Montenegro continued

WP4 – DEVELOPMENT: FLT methodology

4.7 Exchange FLT in HE experiences

- The report for the webinar held in November was prepared and the webinar was discussed and evaluated by the Project team

WP5 – DEVELOPMENT: LSP teaching materials

5.2 Write LSP textbooks

- Activities regarding tender for the proofreading of textbooks continued
- The bids submitted for the tender call for proofreading the textbooks were analysed with a consultant from the Procurement Office of the UoM
- Some bids were accepted while the tender had to be repeated for some of the textbooks

WP7 – DISSEMINATION AND EXPLOITATION

7.2 Create a logo, develop and maintain a website

- The website was regularly maintained.

7.3 Advertise and promote the project

- The FB and Twitter pages were maintained.

WP8 – MANAGEMENT

8.2 Perform overall management of the project

- Regular communication of the project team regarding the tender for proofreading of textbooks
- Regular communication with the financial office and the public procurement office of UoM
- Meeting of the Project team with the financial officer of the University of Montenegro – review of the previous activities, held on December 22, 2021
- Meeting of the Project team with the financial officer of the University of Montenegro – preparation of the draft financial plan for 2022, held on December 27, 2022

8.4 Write monthly progress reports

- The November report was adopted.
- The December report was written.

Disclaimer

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