                  

**Reforming Foreign Languages in Academia in Montenegro**

**(Re-FLAME) – CBHE 609778**

**MONTHLY REPORT**

**May 2021**

Additional activities continued regarding reviewing of the literature lists of the University of Montenegro for the tender procedure. The work on reviewing the LSP textbooks started. Preparation activities for the summer school started, including setting dates and preparing promotional material and activities. Additional meeting for the preparation of the International LSP conference started. There was permanent communication among the team members on a daily basis, as well as regular communication with reviewers of textbooks.

**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

* Market research for the purpose of preparing new specifications for procurement of books for the University of Montenegro
* Preparing of new specification for procurement of books for the University of Montenegro: reviewing previous specification

**WP4 – DEVELOPMENT: FLT methodology**

4.7 Exchange FLT in HE experiences – planning the International Conference and publishing proceedings: the first meeting held on April 14, with assignment of tasks

4.8 Conduct Summer School – planning dates and preparing promotional material; planning of promotional activities in the national media; assigning lecturer for the summer school courses

**WP5 – DEVELOPMENT: LSP teaching materials**

5.2. Writing LSP textbooks.

 - The work on reviewing the LSP textbooks continued

 - The last, 10th textbook submitted for review

- Communication with the reviewers regarding deadlines for submission of reviews

**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.

- Dissemination of the information on the summer school on the websites of all universities; posters that were put up and flyers distributed at all three universities

**WP8 – MANAGEMENT**

8.2 Perform overall management of the project

* Coordination regarding deadlines for submission of textbooks and communication with reviewers
* Email communication of the coordinator and team members regarding reviewing of textbooks and deadlines
* Email communication with the EU partners and authors regading the textbooks and their review.
* May 5, 2021 – The first meeting of the narrow team of ReFLAME regarding oranisation of the summer school (13 courses altogether) to be held from June 21 do July 18 at the University of Montenegro, University of Donja Gorica and University Mediteran
* May 12. 2021 – The second meeting of the team regarding organisation of the summer school with the Montenegrin partner universities; allocation of tasks and dynamics of preparation
* May 14. 2021 – Meeting of the project team on the International Conference to be held in September; invitation for the conference drafted; task distributed; Hotel Avala from Budva contacted, the hotel sent the offer for accomodation and use of their conference halls
* Preparation of links for application of students for the summer school
* Coordination of the preparation of the summer school – texts, flyers and posters and visual identity of the summer school

8.4 Write monthly progress reports

*-* The April report was adopted.

- The May report was written.

*Disclaimer*

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