

All four operational teams have executed their **logistic plans** of training and other interventions, with evaluations based on a common matrix. The plans together with evaluation reports are available from the project website"

DANISH OPERATIONAL TEAM’S LOGISTIC PLAN OF TRAINING

No.	Topic	Date	Name of instructor (who does the training)	Names of participants		Comments / ideas for improvement
				Name of intermediary (participant) / staff members (participant in the training)	Name of SME	
1	4.5.1. Training to all intermediaries who serve SME owner-managers by HEI instructors according to train-the trainer programme "How to use online train-the-trainer programme: how to operate the Toolbox Portal in the entire counselling process and how to operate the initiatives listed in the catalogue of transnational networking and cooperation".	Oct. 27. 2020 9.00 a.m.	Rene C. Larsen Klaus greve True	Names and numbers not known yet INT's from local organisations	_____	6 hours
2	4.5.2. Training by HEI instructors to all relevant intermediary managers in "How to carry out corporate changes as business models: Business models support operationalization of the new tools, how to use the online business model guideline"	Sept.- Oct.	Karsten Leth Hanne Bundgaard	Local org. In Viborg Skive Horsens Randers Skanderborg Silkeborg Herning/Ikast/Brande Hedensted Ringkøbing/Skjern Favrskov 7 consultants from Grothous Midt working i various municipalities: (Norddjurt, Syddjurs,	-----	1 hour per meeting

				Samsø, Århus, Holstebro, Struer and Lemvig		
3	4.5.3. Training to Communication, ICT and office staff in the intermediary organizations by INT managers "Introductions to the Toolbox Portal: functionalities and the basic elements in the toolboxes". Limitation: they will not receive financial support for this activity.	Will take place in the of Oct. – start of Nov.	Karsten Leth/Peter Ekman	Consultants and head of ICT in Erhvervshus Midtjylland	—	1-3 hours
4	4.5.4. The intermediary representatives in the operational teams to all SME owner-manager clients "Introduction of all project tools" includes: functions, details, with special attention to the counselling toolbox and the expected comparative advantages seen from the owner-managers' perspective, the guideline for transnational networking and cooperation, with concrete initiatives from the intermediaries to how the owner-managers can profit from transnational networking and cooperation.	Has been completed partly in the test course Follow-up in Nov.-December	Karsten Leth Jens Foged	-----	No SME owner managers has been involved so far. They will be as we follow up in November-December after the next train-the-trainer	1-3 hours

