

1. In order to attach the relevant documentation to the Interim Report I need the following documents:

Dimension	Product	Completed by	Dissemination within the LE group
Pedagogical	Report: Design pedagogies for specific target groups	Koa (Sweden)	October 2003
	Report: Personalised pedagogy for people with acquired disabilities	Wolverhampton (UK)	October 2003
	Report: Study Circles (collaborative learning pedagogy)	Koa (Sweden)	October 2003
Content	Report: Digital case – study records developed by learners	UK (Dudley)	October 2003

3. I need to have the following text from Ian E and Richard, because these texts are part of this first version of the portfolio to be sent in the Interim report:

Tasks	Members involved	Completed by
Compare revised plan with TCA and explain minor variations in the light of action research methodology	Ian E	End October 2003
Write up learning outcomes of transnational working (lessons learnt)	Richard	End October 2003

4. Portfolio structure

Key objectives of Learning Environments Group
 Brief overview of TCA and minor variations (**Ian E**)
 Executive summary of all key products

- Learning impacts
- Product description

 Learning outcomes / experiences of transnational working (lessons learnt) (**Richard**)
 Cross reference with other transnational themes on areas not covered (eg physical environment)
 Appendix: list of all products with web links