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**Project Acronym:** OPEN-ASIA

**Project Name:** OPEN-ASIA: Boosting engagement of HEIs in Open Science in India and Malaysia

**Project No:** 101128493

**Funding Scheme:** Erasmus+

<https://openasia-ersmus.org>

# **WP1: PROJECT MANAGEMENT PREPARATION/ Leader: P1-NMIMS**

Kuala Lumpur/21 & 22 October 2024

**Speaker:** Ms. Meena Saxena

**Institution:** NMIMS



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**OPEN ASIA**  
UNIFYING SCIENCE, EMPOWERING INNOVATION

ERASMUS+ project reference number: 101128493

## **TASK (T)**

<b>T1.1. Elaboration of Project Handbook</b>			
<b>Description</b>	<b>Responsible Partner</b>	<b>Quality Assurance Partner</b>	<b>Trello Link</b>
Project`s HANDBOOK	P1-NMIMS	P8-EPDRI	<a href="https://trello.com/c/dyWWfCms/10-d11-projects-management-handbook">https://trello.com/c/dyWWfCms/10-d11-projects-management-handbook</a>
Project`s management documents (project`s management structure, project`s bodies, timeline, operational plan, communication plan, risk management plan, advisory plan).	P8-EPDRI	P1-NMIMS	
Partnership Agreement	P1-NMIMS	P8-EPDRI	

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### PROJECT MANAGEMENT HANDBOOK

Deliverable: D1.1



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## TASK (T)

### T1.2. Elaboration of Project Brand Book

Description	Responsible Partner	Quality Assurance Partner	Trello Link
Project`s Brand Book (Project`s logo + Promo materials)	P1-NMIMS	P8-EPDRI	<a href="https://trello.com/c/eWbz2A9i/11-d12-projects-brand-book">https://trello.com/c/eWbz2A9i/11-d12-projects-brand-book</a>
Project`s website	P1-NMIMS	P8-EPDRI	<a href="https://trello.com/c/Fc6CDqZJ/12-d13-project-webpage">https://trello.com/c/Fc6CDqZJ/12-d13-project-webpage</a>

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#### PROJECT BRAND BOOK

Deliverable: D1.2



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This is the official site of ERASMUS+ CBHE action, entitled: **OPEN-ASIA: Boosting engagement of HEIs in**

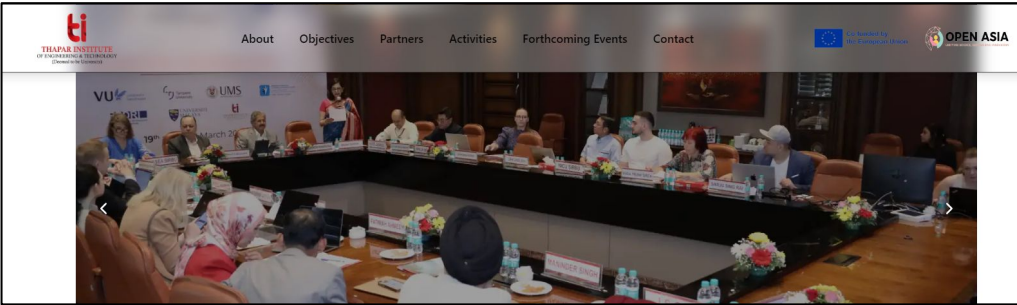
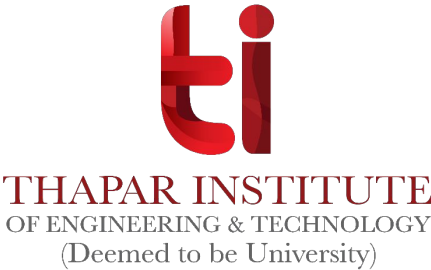
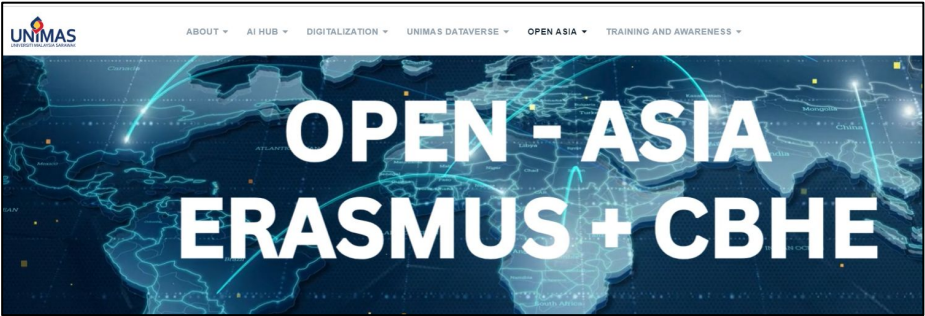
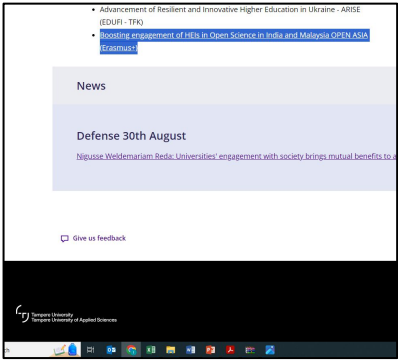


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T1.2. Elaboration of Project Brand Book

Description	Responsible Partner	Quality Assurance Partner	Trello Link
Project`s institutional webpage	P1-NMIMS	P8-EPDRI	<a href="https://trello.com/c/K7nDRclq/76-project-institutional-webpage">https://trello.com/c/K7nDRclq/76-project-institutional-webpage</a>








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## T1.2. Elaboration of Project Brand Book



Description	Responsible Partner	Quality Assurance Partner	Trello Link
Open-Asia LinkedIn page in India	P1-NMIMS	P8-EPDRI	<a href="https://trello.com/c/henoNO82/2-t12-elaboration-of-project-brand-book">https://trello.com/c/henoNO82/2-t12-elaboration-of-project-brand-book</a>
Open-Asia Facebook/ LinkedIn page in Malaysia	P1-NMIMS	P8-EPDRI	



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