**eHand**

**Transnational Project Meeting 1 – ESTONIA**

**27th November – 1st December 2016**

**Meeting aims:**

1. To plan project activities, management, outcomes and exhibits conferences.

2. To proactively identify and address issues and risks.

3. To define a communication plan.

4. To define the role of some students in the project – eHand Ambassadores –and involve them in the activities planning.

**Attendees:**

Coordinators and teachers involved in the activities planning.

Students e-Hand Ambassadors to build some  relationships and sense of purpose that  only face-to-face conversations can do,  to  strengthen the commitment of all partner schools.

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| **27th November** |  | Partners’ arrival.  Accommodation of the participants  Welcoming and introductions  Agreement of the agenda  Working dinner – Ice breaking and making transnational teams |
| **28thNovember** | **– 10:00** | Students and teachers are at school |
|  | **– 10:15** | Students:   * Meeting between eHand Ambassadors (students) to define the team work and suggest activities.   Teachers:   * Organized the contest of the project logo and juried the drawings of pupils; * Plan project management, outcomes and exhibits conferences.   Teachers meet with eHand Ambassadors to exchange ideas and start planning the project activities. |
|  | **– 13:45** | Lunch at school |
|  | **– 14:10** | Welcoming ceremony;  Presentation of the aims of project by Franca Sormani (Project coordinator);  Countries and schools presentations: each country speaks about its school and team  and gives the general information about its stat. |
|  | **– 16:10** | Creating an internet project environment and a monitoring data base  (experiments on air pollution)  Aeroloogiajaam  Tabasalu: wave platform |
| **29thNovember** | **– 08:15** | Teachers’ meeting to plan the activities in the project (Mobility Tool and budget management) |
|  | **– 09:15** | Visiting TTU |
|  | **– 11:15** | Coming back to Lender |
|  | **– 12:00** | Lunch |
|  | **– 13:00** | Nature Museum, the lesson at the museum "The Baltic Sea. The loss of  biodiversity", the exhibition "Discover the Earth". |
|  | **– 14:00** | Project meetings:   * Coordinator meeting to explore and plan the project space in eTwinning (TwinSpace); * Teachers and students meeting to plan the project activities . |
|  | **– 18:00** | End of activities / Free time / Free dinner |
| **30thNovember** | **– 08:15** | Teachers and students attend CLIL lessons to make a strategy to plan activities in different schools and integrated this methodology in the project |
|  | **– 10:00** | The lesson at the museum. Seaplane Harbour. |
|  | **– 14:00** | Lunch |
|  | **– 14:30** | Meeting with the president of the Estonian Academy of Science Tarmo Soomere. |
|  | **– 15:30** | **Students (eHand Ambassadors):**   * Learn about mathematical modelling of the dangerous situations to organize scientific experiments in each school. * Summarizing the results of the experiment, analysis of the results. * Publication of the results of project activities on the site. * Feedback from the students and teachers. * Students and teachers plan how to summarize the results of the experiment, analyse and publication the results of project activities on the TwinSpace   **Coordinator teachers:**   * Identify and address issues and risks. * Define a communication plan. * Agree agenda items and dates for next meeting and Learning, teaching, training activities. |
|  | **– 18:00** | Disco party (Juhkentali building) |
| **1st December** | **– 08:30** | Transnational Project Meeting Summary and conclusions |
|  | **– 10:00** | Closing ceremony. |
|  | **– 11:00** | End of activities |