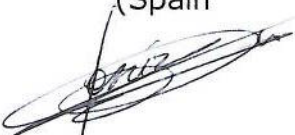




1st Transnational Meeting

30th-31st January - 2018 Gijón

Signature sheet

Jesús Rodicio Palma (Spain) 	Hilda Torres Ortiz (Iceland) 	Rafael Montero (Spain) 
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Meeting Minutes

- Presentation of schools and teachers involved in the SMART Project – The coordinators of the partner schools present themselves and their schools. Hilda will send a presentation of Verzlo.
- SMART in a nutshell – The project priorities and objectives are shown to the partners. The things we are going to do over the two-year project are shown, specifying the tangible results and the non-tangible ones (network, improvement of competences, etc.). The chronogram of the project is shown
- Activities to do prior to the Icelandic mobility –
 - **WEEK 8** - eTwinning: TwinSpace. Students Profiles. Folders. – We will ask students to upload picture and personal presentation (infography AND excel file with personal data, what they are studying, hobbies,, family, intolerances, allergies). Country before name of student for easy of search
 - **WEEK 8** - Logo contest – Each country uploads two logos by week 8. Then each student has 3 votes (3, 2 and 1 point). Logo with most votes gets selected. Logos have to be in maximum 4 colors (one black + 3 others) and have a black and white version. Each logo has to be done in a A4.
 - **WEEK 9** - Hilda will send planning by week 10 so Spanish students can begin preparing the next task
 - **WEEK 10** - Spanish students prepare before the mobility a comedy sketch based on instructions from Icelandic students. Students are separated in tasks – make up, clothing, acting, video, sound, producer....
 - **WEEK 26** – Rafa and Jesús send same for Icelandic when coming to Spain.
- Our project has been selected, now what? – Project and budget management are comented. Special attention is to be given to have clear instructions on what students are to pay or not to pay and on the family day



(weekend when there are no activities organized by school and families have to do a trip or similar familiar activity with foreign students)

- **Rafa will send an email with a certificate of assistance to Hilda**
- Things to keep – Admin routines and documents needed to be kept are reviewed.
- Some good advice from NA – What sort of inspections are expected from national agencies and what they will look for
- Reference class students selection criteria – Both countries have already selected their students
- **Dates for mobilities of first project year**
 - **Mobility to Iceland – W14**
 - **Mobility to Spain – W37**
- An example of mobility agenda- Rafa will send Hilda an example of an Spanish mobility and Hilda one of an Icelandic mobility.