

1st High School of Kalampaka

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Agenda

Short-term Joint Staff Training

13th - 15th September 2018

Kalampaka, Greece



Wednesday, 12th September 2018

18:30 Arrival of the Finnish, Italian, Polish and Spanish delegations

00:30 Arrival of the German – Luxembourgish delegation

Hotel accommodation for teachers:

The Padelidaki Hotel <https://www.hotelpadelidaki.gr/>

Trikala: <https://trikalacity.gr/en/>

Kalampaka: <https://www.infotouristmeteora.gr/main-menu/municipality-of-kalampaka/>

Thursday, 13th September 2018

08:30 Arrival at the school - Welcome ceremony

09:00- 10:30 E-twinning training

10:30 - 11:00 Coffee break

11:00 - 12:00 E-twinning training

12:00 - 12:15 Coffee break

12:15 - 13:30 E-twinning training

13:30 - 14:00 Visit to the Mayor of Kalampaka

14:00 - 15:00 Lunch

15:00 - 16:00 E-twinning training

16:00 - 19:00 Guided tour of Kalampaka and Meteora

19:00 - 21:00 Free time

21:00 Dinner

Friday, 14th September 2018

8:15 Arrival at the school

8:30 - 10:00 E-twinning training

10:00 - 10:30 Coffee break

10:30 - 12:00 E-twinning training

12:00 - 12:15 Coffee break

12:15 - 14:00 E-twinning training

14:00 - 15:00 Lunch

15:00 - 16:30 E-twinning training

16:30 - 19:00 Guided walking tour of Trikala

19:00 - 21:00 Free time

21:00 Dinner

Saturday, 15th September 2018

8:15	Arrival at the school
8:30 - 10:00	E-twinning training
10:00 - 10:30	Coffee break
10:30 - 12:00	E-twinning training
12:00 - 12:15	Coffee break
12:15 - 13:30	Presentation of the project and practical arrangements
13:30 - 14:00	Lunch
14:00	Departure for Thessaloniki
16:00 - 22:00	Guided tour of Thessaloniki - Free time - Dinner

Sunday, 16th September 2018

Departure of the participants

Content of the Training

1. What is e-Twinning?

2. Discover the e-Twinning Portal

3. How to use e-Twinning Live:

- ✓ Finalizing your entry and showing who you are (profile editing)
- ✓ Communicating: discover what is happening and connect with people
- ✓ Collaborating: creation of a project and general project management (edit project description, image gallery, add/manage partners, project card)

4. TwinSpace Management (our project's virtual classroom)

- ✓ Setting (general/profile/language) and participants
- ✓ Content:
 - how to create and manage pages and subpages
 - how to insert images, video, files
 - how to embed web 2.0 tools
 - how to use Forum, Chat, Twin Mail, Project Journal, Teacher Bulletin
 - how to create a Live Event (for a videoconference)