

## Summary Meeting in Greece

### 1. Finish/update the different twinspace sections:

#### 1.1 - SELFIE results (Spain, Greece and UK) in 6. EVALUATION-INITIAL EVALUATION

We must upload the three pdf documents showing the results obtained by teachers, school leaders and students together with the overall bar graphic just as Italy and Slovenia have done.



#### 1.2 - Safety on the Internet activity (all) in 5. OTHER EVENTS AND ACTIVITIES-SAFER INTERNET DAY

Since we did all different activities we should upload any activity that we have done regarding this event, no matter if it's a song, a video, drawings, etc. We will not do one only video with all the activities as planned since they are very different but we will upload our works to prove that we have worked on this event.

#### 1.3 - Traditional jobs presentation (UK) in 5. OTHER EVENTS AND ACTIVITIES-TRADITIONAL JOBS.

#### 1.4 - Dissemination

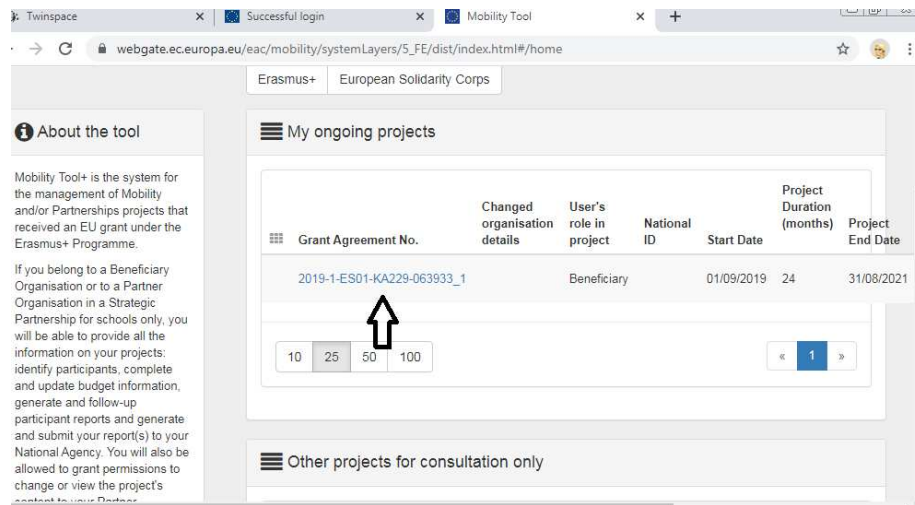
We must add as much information in the dissemination section as possible in any of the different subgroups: press, meetings with parents, social networks, etc. Dissemination is one of the most important aspects that will be considered in the final evaluation of our project by the European agencies in order to get the remaining 10% of the grant.

#### 1.5 - Short term exchanges with students (Greece)

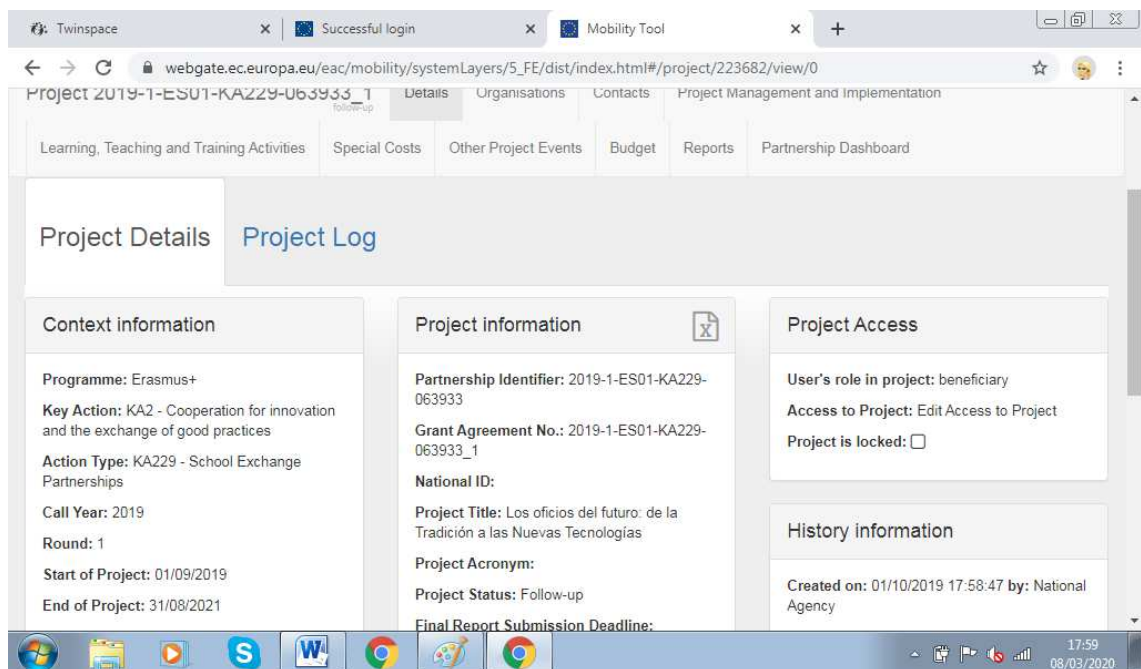
Greek team must add all the information related to the mobility: final timetable after the changes, photos, certificates and other documents just as UK did. You will finish /update this section after the second visit in June.

## 2. Mobility tool platform.

All partners must enter their mobility tool. In the first page we can find our ongoing projects and other projects already finished. Click in our ongoing project.



We will find our project details.



In the sections ORGANISATIONS and CONTACTS you can find the information about all the partners.

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Details Organisations **Contacts** Project Management and Implementation

Learning, Teaching and Training Activities Special Costs Other Project Events Budgets Reports Partnership Dashboard

### List Contacts

Organisation: All

Search in 11 records

selection export bulk operations

Organisation OID	Organisation Legal Name	Contact First Name	Contact Last Name	Department	Position	Email	Telephone 1	Ben
540070004	CEIP ANDRÉS	EUGENIA	MARTÍNEZ	DIRECTORA		elisa.martinez@murciaeduca.es	+34617479197	

Please, check that all your contact information is correct. If you need to modify anything you can do it in the EDIT button on the right hand side.

Department	Position	Email	Telephone 1	Beneficiary	Legal Representative	Preferred Contact	Access to Project Contact
	DIRECTORA	elisa.martinez@murciaeduca.es	+34617479197	✓	✓	✗	E
LENGUA INGLESA	COORDINADORA DE ENSEÑANZA BILINGÜE	paula.olivares@murciaeduca.es	+34677160765	✓	✗	✓	E
	Headteacher	tkatsianidis@gmail.com	+3024620222223	✗	✓	✗	V
	English Teacher	zoelada@gmail.com	+306944225501	✗	✗	✓	V
Education-Deputy	Deputy	elisabetta.ravetta@icsanrocco.i	+392406690400	✓	✓	✓	V

Next tab is PROJECT MANAGEMENT AND IMPLEMENTATION. Here you must edit the total amount depending on how many months have already passed since we start the project. Spain, as we are the coordinator school, have 500€ per month. We last updated this in January so 5 months x 500€ = 2500€.

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Project Management and Implementation

Search in 1 records

selection export bulk operations

Participating Organisation	Role	Total Amount (Adjusted)
CEIP ANDRÉS GARCÍA SOLER	Beneficiary	2.500,00 €
<b>Total</b>		<b>2.500,00 €</b>

10 25 50 100

« 1 »

You, as partners, have 250€ per month. Therefore, from September until now 7 months x 250€ you must edit 1750€. IT DOESN'T MATTER IF YOU HAVE SPENT IT ALL OR NOT you shall edit it in order to be granted.

Down you must add some example of activities whose costs have been covered by this organization money. For example:

Approved Budget (by National Agency) 12,000.00 €

If the total requested amount is different from the total calculated amount (taking into account the maximum allowed amount), please explain why:

Please describe the project activities and expenses covered with the Project Management and Implementation grant.

- Jornadas de formación inicial organizadas por el SEPIE.
- Actividades locales: Concierto de violín, autobuses para visitas locales y regionales.
- 1ª Reunión de coordinación en Lorca.
- Talleres de Formación para profesores: Robótica educativa, Scratch y Lego.

Nothing to save

18:12 08/03/2020

Next section LEARNING, TEACHING AND TRAINING ACTIVITIES is one of the most important tabs. Here we can find all the activities that involve mobilities and, therefore, money. ONLY SPAIN AS COORDINATORS IS IN CHARGE OF ADDING THE DIFFERENT ACTIVITIES.

Twinspace x Successful login x Mobility Tool x

webgate.ec.europa.eu/eac/mobility/systemLayers/5\_FE/dist/index.html#/project/223682/LTTAGroup/list

Other Project Events | Budget | Reports | Partnership Dashboard

### Learning, Teaching and Training Activities + Create

Learning, Teaching, Training activities can be created only by the coordinator school. Activities created by the coordinator will become available to all partner schools to specify their own participants.

Search in 2 records

selection | export | bulk operations | export all learning, teaching and training activities details

	Title	Activity No.	activityTypeCode	Leading Organisation	Country of Venue	City of Venue	Start Date	End Date	Duration (days)	Number of Local Participants	has Groups	Number of Participants	Number of Accompanying Persons	Total Number of Persons in the Group	Total Travel Grant
	Proyecto internacional de actividades con Socrates y M... key	C1	SEP-SCHOOL-ONLY-EVENT	CEIP ANDRÉS GARCÍA SOLER	Spain	LORCA	21/10/2019	24/10/2019	4	80	X	0	0	0	0,00 €

Windows taskbar: 18:15 08/03/2020

On the right handside you shall click on view to revise the activities.

Twinspace x Successful login x Mobility Tool x

webgate.ec.europa.eu/eac/mobility/systemLayers/5\_FE/dist/index.html#/project/223682/LTTAGroup/list

created by the coordinator will become

Search

details

Duration (days)	Number of Local Participants	has Groups	Number of Participants	Number of Accompanying Persons	Total Number of Persons in the Group	Total Travel Grant	Individual Support Total Grant for Participants	Total linguistic support grant	Total Exceptional Costs for Expensive Travel	Total grant		
19	4	80	X	0	0	0	0,00 €	0,00 €	0,00 €	0,00 €	0,00 €	view

Windows taskbar: 18:17 08/03/2020

There, you can see all the information about the different activities.

The screenshot shows a web browser window with the URL `webgate.ec.europa.eu/eac/mobility/systemLayers/5_FE/dist/index.html#/project/223682/LTTAGroup/72429/view`. The interface displays the following information:

- Activity No.:** C1
- Field:** SCHOOLS
- Activity Type:** Short-term joint staff training events
- Title:** Proyectos interactivos con Scratch y Makey Makey
- Leading Organisation:** CEIP ANDRÉS GARCÍA SOLER
- Country of Venue:** Spain
- City of Venue:** LORCA
- Project Duration:** 01/09/2019 to 31/08/2021
- Start Date:** 21/10/2019
- End Date:** 24/10/2019
- Duration (days):** 4
- Number of Local Participants:** 80
- Force Majeure ?** (checkbox)

You must go down to GROUPS and click on CREATE

The screenshot shows the same web browser window, but the content area displays a text box with the following text:

“Comunicación y colaboración”, y con el Bloque 3: “Creación de contenidos digitales”, al conocer y usar distintos recursos online para presentar y compartir los resultados de los talleres y trasladarlos a la plataforma eTwinning.

- . Los participantes han mejorado su Competencia Lingüística en Lengua Inglesa, al tener que utilizar el inglés en situaciones reales tanto de carácter formativo como de la vida cotidiana.
- . Otro beneficio ha sido entrar en contacto con el Sistema Educativo de otro país distinto al suyo
- . Los maestros han mejorado su capacidad de adaptación a diferentes entornos y situaciones y su apertura de mente.
- . Se han enriquecido con más recursos para su práctica docente y podrá adaptarla mejor a los nuevos requerimientos que la era tecnológica demanda.
- . Los participantes han obtenido un diploma de participación en los talleres formativos de programación y Robótica.
- . Han mejorado su currículo porque la actividad les ha aportado documentos que acreditan su participación en programas europeos como Erasmus, que además, podrán ser reconocidos y homologados por sus respectivas autoridades educativas.

Below the text box, there is a section titled "Groups" with a green "+ Create" button. A search bar below it shows "Search in 0 records". The bottom of the page displays "No record found".

You must complete the information in the boxes regarding dates, number of participants, distance range, etc. Finally the different grant amounts will appear automatically

Number of participants requiring an individual support grant: 0

Duration for participants (days): 0-6

Average grant per participant per day: 0.00 €

Individual Support Total Grant for Participants: 0.00 €

Number of accompanying persons requiring an individual support grant: 0

Duration for accompanying persons (days): 0-6

Average grant per accompanying person per day: 0.00 €

Individual Support Total Grant for Accompanying Persons: 0.00 €

**Travel**

Total Number of Persons Requiring a Travel Grant: 0

Travel Grant per Person: 0.00 €

Total Travel Grant: 0.00 €

Distance Band [Link to distance calculator](#)

value required

Request Exceptional Costs for Expensive Travel?

Finally you must write some overall comments as a summary of the mobility. This is only a brief summary as the description of the activity is already done by the coordinator school.

**IMPORTANT: PLEASE, DON'T DO THIS UNTIL WE TELL YOU SO**

Once that you have completed your group we, coordinator, can not edit anything else, so let us ensure that the description is totally completed before you edit your group information. When you complete your group in the different activities means that you agree everything we said in the activity description, that is the reason why we can not edit anything after you have saved your group info.

C1 activity, teachers training in Spain in almost finished and we need to finish C2 activity, students exchange to UK. We expect to have them both finished in a couple of weeks and we will then ask you to complete your part.

Regarding C3 activity, students exchange to Greece, we must contact our national agency to check how we have to do it since two partners have gone in March and 2 will go in June, so this activity might take us a bit longer.

In OTHER PROJECT EVENTS tab we can add any other activity different to mobilities in which money/grant is not involved.

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Learning, Teaching and Training Activities | Special Costs | **Other Project Events** | Budget | Reports | Partnership Dashboard

### Other Project Events

[+ Create](#)

Please list and describe all project activities other than the Learning, Teaching, Training activities, for example: project management meetings, dissemination activities and other local activities and events in each school. The activities listed here will be included in the partnership final report as part of the project timetable.  
Only the coordinator school may edit the information in this section.

Search in 1 records

selection | export | bulk operations

Type	Description	Start Date	End Date
Management	Nn [...]	01/09/2019	30/06/2021

Finally in BUDGET we can see a summary of the money granted for the different activities approved by national agencies and our current budget according to what we completed before in PROJECT MANAGEMENT AND ORGANIZATION and in the different activities groups.

In PARTNERSHIP DASHBOARD we, as coordinator, have access to all your mobility tools so we can check your progress.

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Learning, Teaching and Training Activities | Special Costs | Other Project Events | Budget | Reports | **Partnership Dashboard**

### Partnership Dashboard

The joint partnership final report is submitted in three steps. First, the coordinator school must finalise the partnership report and make sure that all activities have been included. Once their work has been completed, the coordinator school marks the report as ready for submission. In the second step, the partner schools must finalise their part of the report and confirm they agree with the information provided by the coordinator. When ready, the partner schools also declare they are ready for submission. Finally, once all partner schools have declared that they are ready, the coordinator school can submit the complete partnership report.

Ready to submit

Not all partner schools are ready to submit their part of the report.  
Submission is not possible.

Project | Coordinator | **Included in joint partnership**



There is no deadline to complete all this about the mobility tool but it is very convenient to do it little by little as we draw on the project in order not to have to do it all once it is finished.

**This is very important as the mobility tool is what our European agencies will check in order to give us the grant.**

### 3. Activities planned in April/May

For this month, March, the only scheduled activity in our project is the mobility to Greece. According to our project calendar the following activities are:

APRIL:

- Day of Europe: creation of a calendar with 12 drawings and sentences/short texts related to traditional jobs in the different European countries. Not only in our countries, students can search about traditional jobs in any European country. Similar to logo contest, choose 2/3 drawings per country. Deadline 1<sup>st</sup> of May?

We can do this during April so we can have it finished and uploaded in etwinning by May. Maybe we can also have it printed and displayed in the different schools

- Day of Europe, 9<sup>th</sup> of May, upload in etwinning photos of any other activities we do at school (video watching, hymn performances, drawings, etc.)

- Date for an online teachers meeting. We shall schedule another online meeting via etwinning, although the previous one was not really successful we can try again to see if we can manage better and have it saved in etwinning that we have had several online meetings. What about the week 27<sup>th</sup>-30<sup>th</sup> April? 1<sup>st</sup> of May is bank holiday, at least in Spain.

In this meeting we can give you more information about the following activities scheduled in May and talk about the teachers training mobility to Italy on the last week of May and students mobility to Greece in June by Italy and Slovenia.

MAY:

- Creation of a videogame using Scratch to learn about countries and its capital cities (May)

#### **4. Mobility to Italy.**

Due to the coronavirus crisis we need to talk about our following mobility to Italy, scheduled for the last week of May. We know about the situation nowadays but we don't know how this will evolve in the future so we need to take this into account before buying plane tickets and hotels. Maybe we can discuss this via whats app that is faster and easier way of communication.

In these mobilities, since students are not involved, we can change the meeting place under a justifying reason (no need of force majeure). Therefore, we can consider not celebrating this meeting in Italy and changing the meeting place.

#### **5. Coronavirus and Erasmus projects**

We just received a mail last week explaining that Erasmus projects are being specially affected due to this coronavirus crisis and our national agency will study every project situation individually. For any doubt please contact your national agency and we, as coordinators, will also check with the Spanish agency for any changes, ie. Italian and Slovene mobility to Greece.