



Education and Culture DG

Lifelong Learning Programme



AURORA

Leonardo da Vinci Partnership

KICK OFF MEETING

Paris, France, 18-22 Nov. 2013

Minutes of the meeting

Partners:

- 1) Innovacion Social Emprendedores Sociales – ISES-A CORUNA ES
- 2) Gazi Üniversitesi, Teknoloji Fakültesi- ANKARA-TR
- 3) Gazi Üniversitesi, Ostim Meslek Yüksekokulu-ANKARA-TR
- 4) Société des rédacteurs d'AgoraVox- PARIS-FR , Host
- 5) Ideella föreningen Globulen-MARIESTAD-SE
- 6) Core Sp zoo -WARSAWA-PL
- 7) Wisamar Bildungsgesellschaft gemeinnützige GmbH-Leipzig-D
- 8) Nieuwe Media School, Mol, Belgium

Presentation of the partners

Change of dates and venue of project meetings

Meeting Spain 24 to 28 March 2014

24 March arrival

25+26 working days

27 cultural day

28 departures

Meeting June Poland

Sunday 8 June arrival

Monday 9 and Tuesday 10 June we work and tourism

Wednesday 11 June we go home

Meeting October in Sweden

Arrival Saturday 18 October

Cultural day Sunday 19 October

Monday 20 and Tuesday 21 October working days

Wednesday 22 October

Meeting February 2015 Germany

Sunday 22 February 2015

Monday 23 and Tuesday 24 February meeting

Wednesday 25 February departure

Meeting June 2015 Turkey

Monday 22 June arrival

Tuesday 23 and Wednesday 24 June

Thursday 25 June

Strengths of each partner (interactive lessons)

We start from the strengths of each partner to work out lessons.

Note: within Erasmus + these lessons have an importance

Turkey Technology (Teknoloji Fakültesi):

- Business dialogue: Knowledge Alliances & University Business Forum for local contacts
- Business dialogue: Knowledge Alliances & University Business Forum for international contacts
- Total Quality approach

Turkey2 (Ostim Meslek Yüksekokulu):

- EU Networks on employment & Smes: Community of Practice on Inclusive entrepreneurship
- EU Network employment on Youth, EU platform against social exclusion

Germany:

- Stick to the present topic: mobility's (connect with Erasmus+, depending on the new guidelines)
- Prospectives for unemployed people (migrants, lone parents, dropouts)

Poland:

- European funds for SME
- Cosme programme

Sweden:

- European qualification framework, EQF and ECVET/EQAVET
- Helping the women and migrants to be involved in European projects (*eventually cooperation between Germany and Sweden*)

France:

- Dissemination & promotion via social networks & online magazines
- Civic participation in EU projects: make people participate on internet

Spain:

- IL-Lesson learnt from previous Leonardo TOI programme: what evaluators evaluate
- Use of specific social media, Pinterest and Vimeo as repository/website (deadline for March 2014)

Belgium:

- Theory & Practices methodology in Management & Development of Competencies in training/teaching Adults in a Lifelong Learning Perspective: strengths based training (AI, ..)

Website & repository: Daniel proposes to use Pinterest. See link:

<http://www.pinterest.com/auroraleonardo/>

Logo: Gregor (Germany) made a very good draft of the Aurora logo. He will finalise it, adding the colours.

Webinar: adobe connect to communicate with stakeholders, to have virtual discussions, to ...

Willy propose to have a try-out with adobe connect and to use this tool as communication channel to exchange real content, not only as test but as real virtual meeting tool. We propose to meet virtually in February 2014 Thursday 27 at CET 10 am until 11 am. The agenda will follow. How to use this tool in the project

Evaluation: Belgium will after each meeting prepare an online evaluation form with SurveyMonkey and process the results. There will be an evaluation after each meeting and after each webinar.

Outcomes

A list of outcomes and in yellow, the changes:

- 6 transnat. Meetings > Interactive lessons
- 6 webinars
- Project website & repository (Pinterest)
- 8 seminars & communication (newsletter) Subject is Erasmus+ and your role as AURORA member, useful for your audience. Other content is possible. The deadline for the organisation is May 2015. Agoravox publishes the newsletters in their journal. We propose to organise 8 seminars with in total at least 160 stakeholders.
- Total quality Management approach See Spain meeting
- Sustainability project plan: (legacy: refer to the links we will provide.) Our outcomes will be tangible and presented to the NA's and stakeholders. We won't really develop a sustainability plan for the moment because of the uncertainties of Erasmus+.
- Structure kick off meeting finalized at knowing PPs activities/past experiences, as well as at re-defining project timeline, outcomes & expected results (done)
- Offer at least 12 interactive lessons
- Make a communication strategy for at least 30.000 people/stakeholders
- Sept. '13 start P networking
- Dec. '13 website, web repository, eval. Plan almost realised already
- March '14 interactive lessons realised 2 lessons: Pinterest and Competence based learning
- June '14 Interim project evaluation report: Willy will make the report and this serves as basis for the own specific report for your NA.
- Dec. '14 4 webinars realised
- March '15 dissemination 20.000 stakeholders
- April '15 Interact. Lessons
- May '15 2 webinars
- May '15 8 national seminars realised
- June '15 final report 30.000 people reached

- - 1 Total Quality Approach Plan (see Spain)
- - Pinterest
- - 1 list of PPs addresses/contacts
- - 1 List of project partners duties (See minutes of the meeting)
- -1 mobilities calendar (See minutes of the meeting)
- - 6 transnational meetings minutes

Miscellaneous

- An intermediate presentation and explication of hangout and videofilming tools such as Quick Time Player, Camtasia
- As coordinator, Willy will write an explanatory letter to situate the project application and to explain the adjustments, changes, reshaping of the project activities and topics, depending on the expertise of the approved partners. Each partner can use the letter of Willy to inform the own national agency. It is recommendable to complete Willy's letter (English) with an own explanatory text and to inform the own NA asap.
- We can make record the interactive lessons and publish them on Pinterest.

List of participants with signatures of attendees

Will be made by AgoraVox and signed by the participants

Project meeting Wednesday, 21st of November 2013

Pinterest

Daniel explains how pinterest works

every partner will send all materials produced within the project to Daniel and he will manage the content of the pinterest-site

first task for everyone (until 16th of December): send Daniel a short description of your organization in English, the logo of your organization and the link to your organizations website

timeline

list of Stakeholders – everyone has to do a list of mail-addresses who they want to involve in the project → no date set for this

December 2013

5th of December – Willy to send meeting minutes to the partners

10th of December - evaluation form for the meeting in Paris send by Willy

16th of December: - all partners answered the evaluation questionnaires
 - everyone sends an e-mail to Willy, if it is possible to realise the topic/ title and the number of the interactive lesson as written in the minutes of the meeting in Paris

January 2014

- Willy will prepare a letter for the National Agencies (NA) and send it to the partners
- the partners will translate it into their languages, maybe add some things that might be important for their NA and send it to them
- Willy and Daniel discuss the program for Barcelona

February 2014

27th of February, CET 10 am until 11 am - try out first webinar with all the partners (topics: program of the meeting in Spain,...)

March 2014

24th to 27th of March - meeting in Barcelona

Interactive lessons: 1) Spain – Lesson learnt from previous Leonardo TOI programme: what evaluators evaluate
- use of specific social media (pinterest, vimeo,...)
2) Belgium – Theory & Practices methodology in Management & Development of Competencies in training/ teaching, Adults in Lifelong Learning, Perspective: strengths based training

other topics for this meeting: discussion about the webinars – content/ topic, date/ hour, people to invite

April/ May 2014

1-2 webinars

June 2014

8th to 11th of June - meeting in Poland

Interactive lessons: 1) Poland – European funds for SME
2) France – dissemination & promotion via social networks & online magazines

other topics for this meeting: interim report

July/ August 2014

1-2 webinars

October 2014

19th to 21st of October - meeting in Sweden

Interactive lessons: 1) Sweden – Helping women and migrants to be involved in European projects
2) Germany – perspectives for unemployed people
3) Poland – Cosme programme

February 2015

22nd to 25th of February - meeting in Germany

Interactive lessons: 1) Germany - Mobility
2) France – civic participation in EU projects: make people participate on internet
3) Sweden –European Qualification Framework, EQF and ECVET/ EQAVET

June 2015

22nd to 25th of June - meeting in Turkey

Interactive lessons: all 5 lessons from Turkey

other topics for this meeting:

- 5-10 minutes for every partner – what happened in their region during the project? (national seminar, involved stakeholders,...)
- final report

Willy will make an intermediate report at the end of the first year.

Thanks to Manuella Borghs and Carola Dierich who wrote these minutes!