

MEETING MINUTES

Date: 4/5 June 2015

5TH Meeting in Konya (Turkey)

Participants:

P0 – XABEC (ES)	Mr. Antonio Mir	<input checked="" type="checkbox"/>
	Mr. Guillermo Ferrando	<input checked="" type="checkbox"/>
P1 – SAVO CONSORTIUM FOR EDUCATION (FIN)	Mr. Ilkka Kempainen	<input checked="" type="checkbox"/>
	Mr. Ari Tolvanen	<input checked="" type="checkbox"/>
	Mr. Tatu Hirvonen	<input checked="" type="checkbox"/>
P2 – UNIVERSITY OF PITESTI (RO)	Mr. Robert Beloiu	<input checked="" type="checkbox"/>
	Mr. Ionel Bostan	<input checked="" type="checkbox"/>
P3 – ESCOLA PROFISSIONAL VAL DO RIO (PT)	Mr. António Esteves	<input checked="" type="checkbox"/>
	Mr. Claudio Gonçalves	<input checked="" type="checkbox"/>
P4 – SOUTH AND CITY COLLEGE BIRMINGHAM (UK)	Mr. John Hillen	<input checked="" type="checkbox"/>
P5 – KONYA (MERAM) VOCATIONAL HIGH SCHOOL (TK)	Mr. Hasan Demirbag	<input checked="" type="checkbox"/>
	Mr. Ömer Tezel	<input checked="" type="checkbox"/>
	Mr. Ibrahim Bayburt	<input checked="" type="checkbox"/>
	Mrs. Hatice Armagan	<input checked="" type="checkbox"/>
P6 – LYCÉE ISAAC NEWTON (FR)	Mrs. Evelyne Laroche-Joubert	<input checked="" type="checkbox"/>
	Ms. Marie Beleyne	<input checked="" type="checkbox"/>
	Mr. Yannick Villeneuve	<input checked="" type="checkbox"/>

1. WELCOME

Mr. Ömer Tezel (Organization), Mr. Hasan Demirbag (Principal of Konya Mesleki ve Teknik Anadolu Lisesi), Mr. Mustafa Guven (Responsible of European Projects in Meram) and Mr. Antonio Mir (one2one Project Manager) welcomed the participants in this final meeting of the one2one Project.

Mr. Antonio Mir reports about the meeting he had yesterday with the vice-mayor of the city, Mr. Abdi Kalan, who invited the group to the dinner this night. He was very interested in the project, as he was the former principal of Konya school, and he participated in the two first meetings of the Project in Finland and Romania.

2. WORKSHOP 1: METHODOLOGY

Mr. Ari Tolvanen made a short presentation about the results of WP2: “Research and Analysis”; he highlighted some critical points that partners discuss:

- a. How we can reach the goal of sustainability
- b. Personal competences are moving...



- c. Teachers competences
- d. Cooperation with Companies, as a critical point

Partners speak about those matters. Some main conclusions:

- a. Employability as main critical point of the ProjectX,
- b. Time spent with the ProjectX
- c. Antonio Esteves: SOFT SKILLS are very important. Due to this, ProjectX are very valuable.
- d. Eveline: employability is the key of success.
- e. Toni. Reliability, if they have a problem, they try to solve the problem. So, it is clear that ProjectX measure the soft skills. It could be interesting to add a section about soft skills.
- f. Hatice: students must discover the necessity of learning English. Mobility motivates definitively.

Mr. Robert Beloïu, as responsible of WP3, conducts this workshop. He gave an introduction about the products: “Guidelines for making ProjectX” and “Catalogue of ProjectX”. Some of the commentaries were the following:

1. Robert. This methodology improves education in technological fields, because boosts the mobility through different countries. Many people are looking what we are doing.
2. Antònio Esteves: it is important to involve teachers from other departments and colleagues, also in other schools.
3. Yannick. To solve the problem of English skills it is possible to join the technical teacher with the English teacher, one hour a week. His students were very motivated to perform ProjectX in English.
4. Toni says that to spread this methodology we can go in two directions:
 - a. From the top to the bottom: the principals should understand the methodology
 - b. From the bottom to the top: one enthusiastic teacher can involve other colleagues
5. We need to write down 20-30 key words to solve each ProjectX, so it would be easy to understand the ProjectX written in English
6. Also it is very useful the list of materials.
7. John remarks that we are very different ways in the different organizations.
 - a. We can appoint some members of the STAFF for sharing and improving this methodology. We could develop a “STAFF DEVELOPMENT PROGRAMME”. The mobility of teachers is very important.
 - b. You are creating an environment. This aim is in long term, but sure: it ensures sustainability.
8. The continuity of this project depends on how the ProjectX are related with real needs of the companies. Some ProjectX can come “old fashioned”, and so, removed: the catalogue must be constantly updated.
9. Everybody highlight the importance of developing “Employability skills”.

Mr. Robert distributed advance copies of both documents between all the partners, and also a new



brochure. He explained that we have been able to produce an “extra brochure” aimed to serve for sustainability purposes.

He explained that all the partners will receive by post sufficient copies: it has been done in this way to avoid extra-weight in the luggage of the partners in the flight back to their original countries.

Final commentaries:

1. It would be good to use ToP-MoSt Common Learning Outcomes.
2. We can construct new ProjectX on the basis of new mobilities: let’s make ProjectX using the new mobilities.
3. And we can also add new Common Learning Outcomes to the ToP-MoSt database
4. Some difficulties for the international mobility for making ProjectX:
 - a. To determine the minimum level that is necessary to perform the ProjectX. We have some suggestions:
 - b. The differences between countries (workshops, machinery, tools...)
5. Some suggestions to overcome those difficulties:
 - a. A project is part of the ordinary job of a teacher: do not worry about “levels”!
 - b. Previous contact between teachers of the sending and receiving schools. What do you want your students to do in our school?
 - c. We can use “Common Learning Outcomes” of ToP-MoSt that have been previously agreed between different schools.
 - d. We could include a contact person for each ProjectX in each school

3. WORKSHOP 2: CATALOGUE OF PROJECTX

Mr. Claudio Gonçalves makes a revision of all the ProjectX, following the Catalogue. It is important to highlight that there are FOUR EXTRA PROJECTX, what make us proud of the one2one Project. One school from The Netherlands has participated in one International Mobility making a ProjectX based on the ToP-MoSt project.

Each leading partner makes some commentaries regarding the design of the ProjectX. Some remarks:

- **XABEC:** self evaluation of the students is very important.
- **SAVO:** right tools in the right place.
- **PITESTI:** ProjectX make more attractive the learning process to the students. High level can help to understand simple things. Flexibility of the International ProjectX: you can do only a part of the ProjectX.
- **SCCB:** Very important: ProjectX related with the industry.
- **LYCÉE I. NEWTON:** Different level of the ProjectX.
- **KONYA VS:** Very important: ProjectX related with real jobs.
- **VALDORIO:** ProjectX which solve problems to the Industry.



- **EXTRA-PROJECTX:** It is interesting to make ProjectX that connect two different fields: automation and Cooling.

4. WORKSHOP 3: IMPLEMENTATION OF THE PROJECTX. PILOT TESTS

Mr. Yannick Villeneuve conducts this workshop.

Firstly he makes a revision of the steps done along the implementation process:

- In Pitesti we decided to test not only one but all the ProjectX
- In Birmingham we appointed the reviewers, and we approved the template

We have received the reports on time. Some conclusions:

- Students are not used to work in English: it is a barrier.
- ValdoRio has made very good reports of the implementation. Congratulations!
- Ari: sometimes there are too many materials in the annexes; in some ProjectX there is too much information, and the students are a little bit confused.
- Yannick: We need the annexes. But in some ProjectX we have to be more precise: i.e. not to put the whole book, or instructions of a device, but only the information that is needed by the student to perform the ProjectX. Ömer agrees.
- Yannick: some questions were made and answered very quickly. It allows to make some arrangements in real time.
- Cláudio: in ValdoRio we will end the testing of the ProjectX on the July 18th. Also reporting the company period.
- General feeling: we need to improve continuously the ProjectX. The catalogue is the proof of our work, but the key of success is to put them in the website of each institution
- Sustainability: what will happen in a year? When the European funds ends we will move all the useful materials into the InnMain website, within a virtual platform.
- Materials: all the materials will be available on the Internet, so partners can download a copy of them.
- Yannick. I will prepare the final version of this report, because this is a concrete result of our Project.

Robert reports that Pitesti has written some scientific articles of the implementation of the ProjectX, in France and Spain, to be published in scientific magazines at international level conference of Romania. They are extraordinary dissemination materials for us.

5. WORKSHOP 4: QUALITY CONTROL

Mr. Ömer Tezel conducts this workshop. He makes a revision of the “Quality Management Plan”,

according to a report presented for this meeting, with the support of a Power Point (see the document).

Mr. Antonio Mir makes a presentation of the website. Some changes to make:

- We will change the data for the deadline of WP2: 07/03/2014
- We must update the name of the school Meram: KONYA VOCATIONAL HIGH SCHOOL
- We must to change the pictures of the presentation in the extranet
- Each school must check the information regarding their own school
- Each school must check the information regarding the dissemination activities We must add the new 4 extra-ProjectX
- Delayed: the newsletter of each meeting and the video of the meeting in Birmingham
- We must reorganize the intranet: the “repository” label. We will put the list of ProjectX with the PPT presentation; making click in the name of the ProjectX it will be open a menu with the presentation and the Student Guide. And within the Student Guide there will be a link to the Annexes.
- Each partner must check the PPT presentation of the ProjectX they have produced, in order to improve the sight and update the contents. Xabec will make the final version in order to give unity to all the presentations.
- We have to translate to all languages at least the title of all the ProjectX (this is an official result).

6. WORKSHOP 5: FINACIAL MATTERS

Mr. Javier de la Hoz, via Skype, makes a presentation of the financial issues (see the PPT document). Partners can ask him the doubts. We foreseen an audit of the Spanish National Agency, so we will prepare in advance all the documentation they can ask for.

Javier will ask personally one by one the required information.

6. WORKSHOP 6: DISSEMINATION AND SUSTAINABILITY OF THE PROJECT

Mr. Antonio Mir conducts this session.

Regarding dissemination, Antonio makes a presentation with the guidelines to keep continue making dissemination activities (see the PPT presentation). He insists that we need a proof of every single dissemination activity (a picture, a minute, a video... etc.), but if it is not possible, at least partners have to send a brief description of the activity.

Brochures produced in France and Turkey are presented to the partners, as dissemination materials.

We agree to produce a new video: a general one to be produced in the different countries. Toni will send the script. Also partners can send videos about the implementation of the ProjectX in their schools, to be included in the final video.

We make a brief resume of all the ideas related with sustainability we have spoken during the

meeting.

Ilka makes a suggestion of producing a DVD with all the materials to be attached to the Booklet of ProjectX. Robert will ask the Editor about the budget to do it. He also proposes to include a QR Code.

We consider the possibility of organizing an extra meeting in Paris: we could also organize a dissemination activity in Brussels. Evelyne will ask to the Lycée I. Newton Director and Antonio will investigate about the remaining budget.

We establish some important deadlines until the end of the one2one Project:

	Matter	Deadline
1	Toni sends the script to all partners	10 th June '15
2	Partners send commentaries and approve the script	12 th June '15
3	You have the last opportunity to check you ProjectX (not for big changes, but for small ones)	12 th June '15
4	Check your Power-Point presentation of the ProjectX	19 th June '15
5	Send the list of materials for each ProjectX	1 st July '15
6	Send the glossary of Technical words for each ProjectX	1 st July '15
7	Titles of the ProjectX in all languages	1 st July '15
8	Partners send the video images of their script	1 st July '15
9	Send the videos about the implementation of the ProjectX	15 th Sept. '15

7. CLOSING CEREMONY

Mr. Hasan Demirbag says final words of farewell. He congratulates all the partners for the work done these days.

He and people of the organization -Mr. Ömer, Ms. Hatice and Ms. Tugba- give the certificate of attendance and a bag with presents to all the partners.

The media –Regional television and newspaper– is present in the closing ceremony.

