

FLIP EDU UP 2ND TRANSNATIONAL PARTNERSHIP MEETING INFOPACK

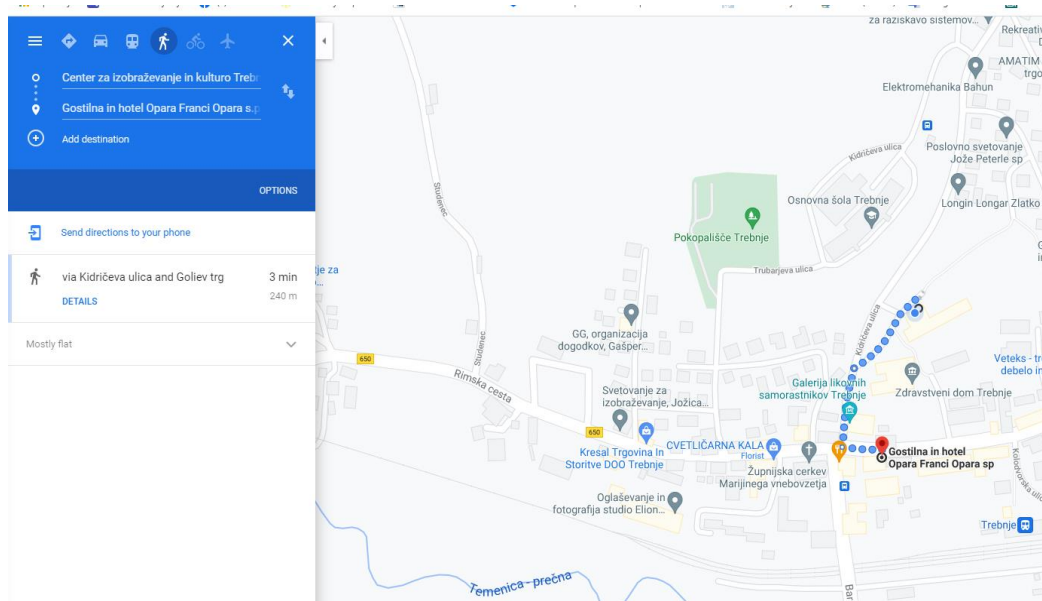
TREBNJE, SLOVENIA, 2 – 3 SEPTEMBER 2021

Venue: Center za izobraževanje in kulturo Trebnje, Kidričeva ulica 2, 8210 Trebnje

ACCOMODATION

You will be staying at Opara Hotel. The hotel is located in the town centre near the meeting venue. We will book the rooms for you.

The hotel prices including breakfast and internet connection are approx. 40€ per room per night. You will pay for your stay upon departure.



TRAVEL INFORMATION

We suggest that you fly in to Zagreb Airport (Croatia!) – approx. 100km to Trebnje, or Airport Ljubljana – approx. 70 km (Slovenia).

Best way to come from airport to Trebnje is to take a shuttle. You must book your travel in advance. Hereby is the best option:

- GoOpti: <https://www.goopti.com/en/>

ENTERING SLOVENIA >> COVID-19 RESTRICTIONS

You will find conditions and all other necessary information related to entering Slovenia here: <https://www.gov.si/en/topics/coronavirus-disease-covid-19/border-crossing/>

Flip Edu Up

Transnational Project Meeting no. 2

MINUTES OF THE MEETING

Venue: CIK Trebnje, Kidričeva 2, 8210 Trebnje

- Goals:**
- Welcome, agenda
 - Revision of activities - IO1
 - Planning future tasks:
 - division of tasks IO2
 - LTT
 - TPM3

Participants: **Project partners:**

CIK (Slovenia): Sabina Tori Selan, Kristina Jerič, Tjaša Logar
HeurekaNet (Germany): Marcus Flachmeyer
INBIE (Poland): Renata Ochoa-Daderska, Luis Ochoa Siguencia
DOREA (Cyprus): Viktorija Triuskaite, Jolanta Banelyte (online)
MVNGO (Italy): Maria Ceraolo, Fabio Piloni (online)

2.09.2021

TUESDAY

TOPIC	MAIN ISSUES, ARRANGEMENTS, DEADLINES
Welcome speech, presentation of agenda	Patricija Pavlič, director of CIK Trebnje, welcomed all participants. Partners discussed the agenda.
Revision of activities	Viktoria (DOREA) presented basic version of guidelines IO1. Partners made some comments about the second page on which were information about the logo, programme and partners. Sabina pointed out that Trebnje has to be written with capital letter T. Luis said that all words of polish partner has to be written in capital letters except of e and w.
IO1 –Methodology, Quality Assurance and Evaluation Guidelines for Blended Learning Approach in Adult Education	<p>The following pages contain a presentation of six chapters. There were some questions made about the graphic and images used in the guidelines. It was decided to use only open sources. All images used must be editable. DOREA will be responsible to recreating all the images in accordance with the standards.</p> <p>Partners gave feedback about the format and colours. Format is clear and simple, important parts are highlighted and illustrated with graphic.</p> <p>Marcus suggested each partner to conduct a final check of their chapter. Viktoria will send PDF file and each partner will check and write comments about their chapter by next week. Luis pointed out the missing second step in their chapter, which will be corrected by next week.</p> <p>Agreements about the references and citation were made. The citation must be unified. Partners should use “Citation Machine” to quote. The sources used will be listed at the end of the document.</p> <p>At the end of guidelines should be added short presentation of the authors of the chapters.</p> <p>DEADLINE: feedback about the chapters must be made till next week. Final version will be made in 2-3 weeks. A translation of guidelines will follow.</p>

3.09.2021

FRIDAY

TOPIC	MAIN ISSUES, ARRANGEMENTS, DEADLINES
Planning future activities	Viktoria presented IO2. IO2 is divided in three modules and several submodules.
O12 – Online Learning Community – Innovators Platform	<ul style="list-style-type: none"> • Module 1 Train the trainer (need analysis, design, implementation and evaluation) • Module 2 Blended learning (background, implementation) – What is blended learning, challenges, problems, practical advices... • Module 3 Extension: Gamification (presentation, connection with blended learning...) – Challenges gamification brings in blended learning...
	<p>All partners agreed with the selected modules. Partners discussed the division of tasks. For module 1 will be responsible INBIE and CIK. HeurekaNet and MVNGO will be working on module 2. DOREA will be in charge of module 3.</p> <p>In training in Cyprus adult educator will be trained in each module. Module 2 will be presented on platform. Module 3 will be done online and face to face. There were some concerns about the online gamification but DOREA has positive</p>

experiences with online gamification. Participants will already know the theory so there will be more practical examples in the training.

Platform is in draft version, there is no content available yet. Some content will be accessible for guests, some will be available only for logged in users.

In week or two all partners will have to make profiles.

DOREA is responsible for uploading content. Each partner will be responsible for preparation of educational materials (quizzes, videos, PDFs, PPTs...) for their module. Material must be prepared for each module and submodule. Interactive contents are recommended. Materials must be in English. All partners should use same template and form of educational materials.

DOREA suggested use of video in PPT. Each partner must find trainer which will prepare the PPT and video. Partners agreed that transcription of the video should be made. Each partner will have to translate the transcription in their language, because videos will not be translated. Videos should not be longer than 5 minutes.

DEADLINES:

- End of December: Midterm report
- 9. January: prepared all the educational materials for IO2 modules in correct order
- End of January: DOREA upload all content on platform
- February-March: trainers have time to process the contents and give feedback

LTT and TPM3 in Cyprus

Training and meeting will be done at the same time. Training will last for five days and meeting will last two days. Each partner will send two teachers for the training and two managers for the meeting.

Partners discussed the date of training and meeting.

- LTT: will be from 4. Till 8. April. Sabina pointed out the importance of having plan-B, because of corona virus.
- TPM3: will be at the end of LTT on 7. – 8. April.

Viktorija asked about not used money for TPM. Marcus explained that money can be transferred on IO2.

Conclusion of the meeting

At the end of the meeting Sabina asked for more direct guidelines, that will make working on modules much easier. Viktorija will send guidelines and expectations by next week. All partners were satisfied with the meeting and progress of the project.