

**Kick Off Transnational Partnership Meeting of the NESTOR Project  
at «Πειραματικό ΓΕΛ Παν. Μακεδονίας», Thessaloniki - Greece  
18<sup>TH</sup> - 20<sup>TH</sup> Nov 2016  
Minutes of the Meeting**

**Friday 18th Nov 2016**

Present: - **All Partners at the auditorium of Πειραματικό ΓΕΛ Παν. Μακεδονίας**

**First Work Session (11:00-13:00)**

**Introduction by ESR-** Νίκος Yagoulis (ESR) presented all the project. Discussion and issues on the Project Management. Later, a discussion on the whole project by the whole group. It was agreed the communication and project management plan to avoid misunderstanding between partners. During the discussion, we discussed, the time limitations, possible changes in GANTT diagram. Later, AAU presented their understanding of the project and their tasks and responsibilities. Some basic questions were paused by partners concerning about the tasks, for the time availability and other, to the coordinator and clarified.

- **Action Point: ESR will produce a project management plan/guide (including communication, doc sharing etc). This will be ready by mid December.**
- **Action Point: Partners will follow a Project management plan (p.m. plan) proposed by the Coordinator. This plan involves monthly reports, and bi-monthly reports by all partners (timesheets, financial reports, etc) and the mobility tool will be completed by the coordinator.**
- **Action Point: All partners agreed to communicate according to the p.m. plan. This includes that all will communicate with all and that specific working groups will communicate to each other but always will Carbon Copy (CC) to the main email (nestor.erasmus@gmail.com).**
- **Action Point: All partners will follow the time restrictions and limitations to submit the agreed deliverables and reports on time (ie. before submission deadline); the later, is correlated to finance and instalment payments.**
- **Action Point: The next meeting will be decided on Sunday's work session.**

**2<sup>nd</sup> Work Session (13:30-16:30)**

All partners presented their point of view. A discussion among all, of the role of each partner to the project. Also, a discussion on the second transnational meeting in Denmark was held. The pedagogical aspects of the educational support material and scenarios were discussed. Also, that the 'web platform' produced by the project will be addressed to teachers, that for people with disabilities concerns the "visually impaired" students only. CPI made clear their involvement in O4 and how they understand their deliverables. School partners, paused specific questions about their role overall and specifically how to create and apply educational scenarios during the first year. Then discussed the dissemination and was highlighted to Raise awareness, Inform, Engage and Promote the project by all the partners. The day closed, for the schedule and type of the second working day, plenary and individual working groups by intellectual output.

- **Action Point:** AAU and CPI will have a collaboration on the pedagogical aspect of the educational support material and scenarios (ie. O2/A1,A2 AND O4/A1)
- **Action Point:** AAU dissemination plan and viability study, and exploitation plan by PLM , according to the GANTT diagram
- **Action Point:** responsibility by all partners is also: Dissemination actions (including reporting bimonthly)

**Saturday 19th Nov 2016**

**3<sup>rd</sup> Work Session (10:00-13:00)**

Present: - **Plenary-All Partners at the auditorium of Πειραματικό ΓΕΛ Παν. Μακεδονίας**

**Description:** The session began with ESR (N.Yagoulis) presented the last project management points and sought confirmation that partners agreed with all the P.M. aspects and plan.

After, ESR (N.Yenitzes) presented the current web radio European School Radio and explained the design and the new specifications of the new platform to be developed during the project.

During the discussion that followed, became obvious the magnitude of the already work done, and also need for the development of the pedagogical and educational part of the new web radio and platform.

- **Action Point:** All partners will declare by all partners the members and their roles in order to form the final "NEStOR TEAM", Keeping Digital copies of all documents (especially the legal, financial docs and also the reports, working documents) but also keeping hard copy records by all partners
- **Action Point:**

**4<sup>th</sup> Work Session (15:00-17:00)**

**Work group, Present: ESR, CPI, AAU, PLM, KJL, AGL**

**Description decisions made:** The session began with ESR (Touliou) the current educational part which exists within the ESR community (europeanschoolradio.eu/blog)

AAU presented their assigned tasks on O2-A1(T1,T2), A2(T1,T2), A3(T1) and tasks, and discussed the intra and extra curriculum activities. The guide produced that it will focus on intra and extra curriculum activities but not on specific curricula or educational systems. It was proposed by AAU and certified by participants that the guide for the introduction of the media literacy to schools will focus only on information literacy and audio (not all media) literacy.

ESR (Touliou) presented a realised educational scenario; the actual structure and content was presented and which activities took place in order to actually record the audio show. This is an extra educational material that was used in the current web radio (European School Radio) and can is available to all partners.

- **Action Point:** AAU will collaborate with CPI in order to develop the guide for the educational scenarios. The actual scenarios are part of

O4.

**Action Point:** In order to be able to run a scenario before June 2017, a pilot extra curriculum scenario will be prepared.

- **Action Point:** CPI, in order to make easy the production of the educational scenarios (for the first year on a pilot basis) by school partners, will prepare and send instructions on this matter before the final analytical guide will be ready (an example of the "macrolevel" learning design).
- **Action Point:** The school partners will start the "scenario" process following the instructions as described in the previous action point. The scenario should be ready to implement latest by 1st of April 2017 – this date for the Experimental School of Thessaloniki, may need to start earlier to implement than other schools due to the particularities of the Greek educational system. The scenario should be audio recorded by end of May 2017 the latest.
- **Action Point:** This task will be prolonged by 1 month since it takes input from A1/T1 and A1/T2, which initially ended at the same time as this
- **Action Point:** O2-A4/T1 and O2-A4/T2: These tasks will be undertaken by ESR and the budget accordingly.

**Work group ESR, CTI: The participants from ESR were Notis Yenitzes, Nikos Yagoulis and K.Diamantaras, K.Mitsarakis , from CTI was Vasilis Gkamas.**

**Description:** The discussion among partners was mainly on O1 and O3 . the following . The main discussion was around the following points<sup>1</sup>:

The new platform will should include all the features of the current Web Radio - European School Radio. In addition, it must consolidate a common environment of the three main components:

1. Web platform: "School management participation in radio programming and automation and broadcasting." ([Www.europeanschoolradio.eu](http://www.europeanschoolradio.eu))
2. Student radio community: Social space/area for communications, publications, collaborations communication with social media. ([Http://www.europeanschoolradio.eu/blog/](http://www.europeanschoolradio.eu/blog/))
3. Educational Space/Area: E-learning, guides, Wiki. User support (forum, chat, helpdesk, webinars). ([Https://sites.google.com/site/esrhel/](https://sites.google.com/site/esrhel/))

The new web radio and platform will work around these General characteristics:

- **Fault tolerance.** Aim to not drop the never implemented. Cooperation with MIS / EA-CTI
- **Responsive** (adjusted in all operating environments), **app for mobile**
- **Modern and ergonomic interface** (the same standards as for other applications in ΠΣΔ (sch.gr)
  - Adaptability and possibility of data presentation (eg multiple issues, and others).
  - Login with Social Media
- **A central register for the whole environment.** Checking records whether belonging to the educational community (eg GSN in Greece).

<sup>1</sup> The main text in Greek is found [HERE](https://goo.gl/ihRYs5) <https://goo.gl/ihRYs5>

- **Unique login** for all services. Participation in each service separately. Participation and other agencies concerned with education (individual students, groups, clubs, etc.). **Secure user environment.**
- Using an **etwinning kit and possibly the etwinning SSO** for users [CTI]
- **Various levels of access and management** - Environment visitor listener - participant - manager
  - Easy and customizable management interface and control of the entire application
- **"School profile"** (participation) with aggregate of the whole presence of the school in one page (podcasts, posts, interactions with other users, participate in e-learning, connecting with Social Media. etc.) with the possibility of customization and personalization of each school.
- **Statistics.** Traffic, audience, etc. in different ways of presentation and measurement.
- **Multilingual environment,** basic English language and providing language translation kit and translation systems to posts in local language.
- **Definition of "conditions of use" and "Content Responsibility"** [ESR what is needed at European level - copyright?]

An emphasis was given on the "educational material area" and what the content would be and also the way the "online courses" will be defined and also delivered. The idea is to have "self assessed" online courses on the pedagogical aspects of web audio productions and possibly on the educational scenarios also. This will be clarified more especially with AAU and CPI in order to define it specifically.

For the profill/enrolment element, a special discussion was held also about "teacher" and "student" authorisation and authentication on a european level and how this will be achieved . The idea of using an etwinning SSO authorisation and authentication system might be used.

The audio files as guides to Visual Impaired persons will be incorporated in some main key features of the platform and more specifically summarised audio versions of the guides of Mass Media Literacy and web radio production, and also the usage of the platform.

All audio files produced will become a repository with multi search capabilities (podcast) from both web radio platform and also the Community (ie via main search, via profiles, and perhaps from other "places").

A powerful "Administrative Panel" of the new developing software was sought and discussed in order to achieve various level of authorisations and access, to easily change the parameters of a large portion of the whole software, including the "program booking-scheduling", User Profile, etc

It is especially stressed and discussed that the current Social Media components such as chats and some other interactions by the users and listeners (likes, voting on the productions, etc) will be sought.

Also, a powerful technical background was asked by ESR to be implemented by CTI in order to support european users and also a backup/restore system and other technicalities.

- **Action Point:** ESR will share the O1 deliverable with CTI as soon as possible so that CTI will start the O3 in collaboration with ESR.
- **Action Point:** ESR will Contact etwinning EU agency/directorate to share etwinning SSO authorisation and authentication system

- **Action Point:** ESR and CTI together will decide how to incorporate the unified platform and all the functional and other social components
- **Action Point:** ESR and CTI will be responsible together to produce the final platform and web radio will all the features decided (as described in the proposed plan and of course as defined later in I.O. O1 and in the minutes and in the discussed and finalised I.O. O3).

**Sunday 20<sup>th</sup> Nov 2016**

*Present: All partners*

**5<sup>th</sup> Work Session (10:00-13:30)**

**Description and Decision Made:** ESR conducted a brief review of the previous day's work sessions and summary of action points.

After, CPI (Economou Anastasia) presented role of CPI to NESTOR and discussed with partners the specific actions and tasks.

More specifically, for the creation of the educational scenarios (O4/A1), CPI will act as the develop the templates according to the pedagogics that AAU will produce and will act as a facilitator for the school partners. In addition, will have access to the actual scenarios produced by the schools and work with them and after an evaluation (evaluation forms used) will suggest changes and improvements to help schools create the final educational scenarios. All the scenarios will be initiated using the "macrolevel" diagram proposed from the "Visualised Learning Design methodology" and later in a "microlevel" where actual subjects, audio products will be suggested and produced by schools and CPI with schools will report on them and be put on the Web Platform.

In summary, the following will be used:

- Visualised Learning Design methodology
- Basic elements of any audio production (that will also lead to a rubric for evaluation)

For O4/A2, CPI and ESR will work together to produce Reference Documents (eg WebRadio model, WebRadio practices/examples) and put at the Educational Space/Area on the Platform.

As for the O4/A3 - instruction manuals, ESR with the help of CTI will provide manuals/guides on the operation and functions of the Web Radio and Platform and especially for the Interface usage (registration, uploading files, applying for collaboration, profile, etc) and video/audio manual on the usage of various components of the Web Portal and of course Instructional manuals about the process of making a radio production.

Learning scenarios might involve, the Content (subject area, theme area), the Type (debate, reportage, interview etc) and the Target (all audiences, special groups etc)

CPI explained what kind of material might be used for educational material either for teachers or students, also guides and tools.

C.T.I. will produce the eTwinning Kits .

As far as O5, discussed that evaluation regards scenarios, training, usage - statistics from the platform, audio products (content, performance, audio quality (tech) and material. Evaluation is concerned, this is applied to the actual scenarios produced, the guides and other material usage, the actual usage of the portal/platform and the production of audio shows. Initially it was thought that a

rubric/protocol including the pedagogical aspects (by AAUY) and on the basic elements of the scenarios and the audio productions which need to be specified with the help of AAU. In fact, the evaluation of the prior and after the usage of educational material and the platform will be conducted not with rubrics but only through stakeholders' opinions (and expectations) through questionnaires. Also, a pilot and the beta version of the platform from the partners will be assessed and evaluated. Evaluating the learning outcomes (products) only for teachers' assessment and acknowledge of exemplar broadcasts, peer evaluation through comments and sharing on the platform. As for the Impact of the project evaluation, this will be on media literacy (awareness), tools and prerequisites, expectations (pre- and post-) in addition in the post elements of the project implementation. It is suggested also that for schools, a "Case Study" approach on a voluntary basis.

The 2nd Transnational scheduled meeting in Copenhagen is decided to take place in AAU University Copenhagen, Denmark 6-7 April 2017

- **Action Point:** By the end of February 2017 the first draft of the educational scenarios have to be produced by **CPI** in cooperation with **AAU**
- **Action Point: Schools partners** process their subject matters, and then prepare the Educational Scenarios according to the "Macrolevel" diagram as proposed by CPI. They process
- **Action Point:** Evaluation is applied to the actual scenarios produced, the guides and other material usage, the actual usage of the portal/platform and the production of audio shows -**CPI**