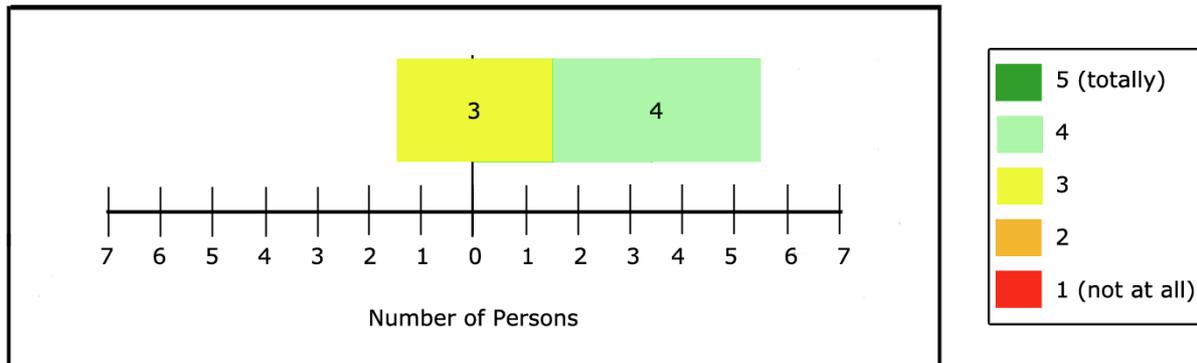


## 2<sup>nd</sup> Evaluation for the Preparation of our Meeting near Graz (18. – 20. Juni 2014)

### 1. Could you realise all steps of your working plan since the last meeting?



#### Comments:

- We didn't get as much done as we hoped but at least we will be able to realise what we have to do in time.
- Still working on the pilot training for the first group.
- We have realised the training with the migrant women, but we have to begin with the state approval.

### 2. Are there any aspects which are not clear enough to work with a clear focus on the project?

- How to go ahead with the material for the homepage
- A few questions on the administration
- There are no such aspects. When we are lost the original application is a good guideline to find our way. Everything is in there and the changes we have made influenced only the methods of the timelines but not the original outputs.

### 3. Is there any aspect where you would need more support?

- Not at the moment

### 4. What are for you the most important tasks for our 3<sup>rd</sup> meeting in Austria? (Agenda, time schedule, exchange of experience, specific inputs...)

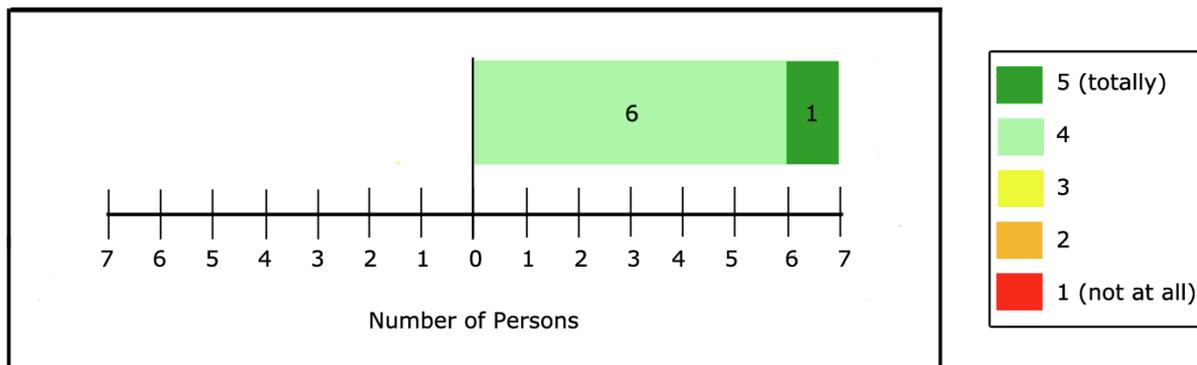
- Agenda.
- Better time schedule.
- Inputs from partners regarding their test trainings, if any.
- More breaks outside of the meeting rooms.
- Exchange of experience (!!!) [In the last weeks we focused on our training with people with learning disabilities. We used the materials that were given, tried to adapt it but we really had no (and have no) time to share our experiences and talk with other partners in order to get more clues to our training concept.]
- Go through the test workshops that we held.
- Integrate Kurt and Andrew
- Input/comment from an expert (maybe Radiofabrik?) An expert in adult education for VI, or Radio trainer with a lot of experience in teaching radio to VI. If someone exists ...

- Reporting on pilot WSs and clear structure for mock training during the meeting.
- Supplementary inputs are welcomed if we have enough time.
- Adaptation of exercises.
- Review on the evaluation forms for the trainings.
- Concrete the website plans.

## 5. Are there any other topics we should address at our meeting in Austria?

- I can answer this question, when a draft agenda will be agreed on for the Graz meeting.
- Further define form of output.
- Could we set up short checklists or rather question-lists when preparing WSs with one of our target groups?
- I can't answer this now. Obviously we should talk about the main coordinator's experiences in the first report round (how disciplined the partners were in keeping the deadlines, are the reports eligible, etc.) and we should also talk about the online platform - not the website but about the online toolkit. The form, the structure and so on. I know we have started this conversation but we haven't gone into depths. Now it's time to talk more about it.
- Check whether all documents sent to justify expenditures were ok.

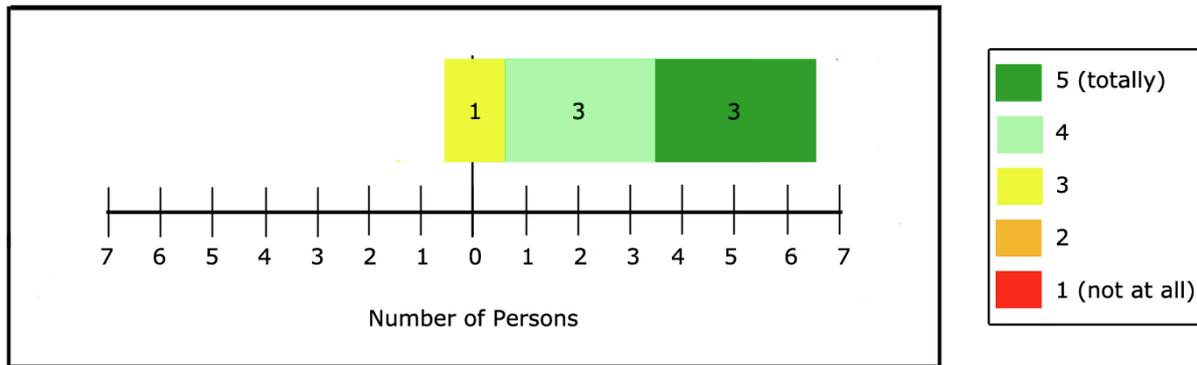
## 6. How satisfied are you with the organisation of our project, so far?



### Comments:

- The organization is good. The Skype-meeting is important to be up to date. It would be nice to get the topics of the meeting earlier. In general, it would be nice to get important information earlier.
- I'm still not satisfied with Google Docs as it is too confusing as a tool and our structure is not clear enough either.
- It might be helpful to have supplementary mails from the coordinator with updates between our Skype meetings.
- I am absolutely satisfied. One minor thing I could suggest to the main coordinator - maybe a bit more feedback towards the partners during the personal meetings would be helpful. Not necessary but maybe more input would make us feel that something is going on between the meetings as well.
- To me it seems that each structure has its own reality and we have to respect it. Besides we work on it. For Antxeta Irratia it is a very nice group with which we like to work with and we are making progress. It's a pleasure.

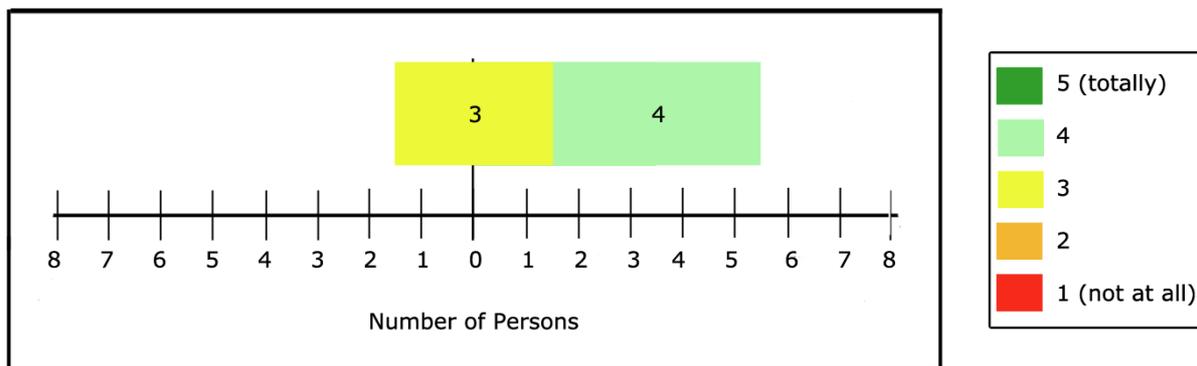
**7. Could you work well with the agreements on tasks and next steps we agreed on in Irun?**



**Comments:**

- Our agreements are very ok.
- Yes, absolutely. We haven't had any problems with it, so far.

**8. How satisfied are you with the aspects of moderation and communication between our meetings?**



**Comments:**

- In general I'm happy with the moderation and communication. If there is important information (ex. about financial report), it would be helpful to get them early enough and clear structured.
- Its ok but ... might be better to have less time between the Skype-meetings or have another form of updates in-between these meetings.
- Overall I am satisfied. Sometimes the moderation could be less democratic :- ) because there are moments when things are just flowing endlessly.
- I think that we are working well together and even though we speak different languages, we are able to understand each other.

**9. Could you solve upcoming questions since our meeting in Irun at the Skype-meetings or via mail?**

- Yes, a few.
- Yes, it is easy and helpful to communicate with partners. It could also be helpful to keep in touch and exchange views about experience and idea with the partners who chose the same target group to learn more about what they plan for the trainings.
- Yes, sometimes it's difficult to keep dates.
- Yes, Nico was very helpful.

## **10. Is there anything special you would wish for our meeting in Graz? (More/less strict moderation, breaks, working in groups...)**

- Better (stricter) presiding of the meetings would be good. More frequent and/or better planned breaks would be nice. Group meetings: as the task requires.
- I remember that the discussion sometimes got lost a bit. The moderation should take care that we don't lose the target. It might be helpful to write down the targets before we start working. I appreciated the work in small groups.
- Visit to community radio in Graz - get to know more about the place/region - balance between working groups and plenary like in Irun.
- I would like to see all participants acting responsible for the project and meeting on the same level with flexibility to the agenda. All should keep in mind that we're within a work process with its flow.
- Well, maybe a bit more strict moderation, and a bit more small group activities.
- Less strict, more organic approach, and if possible, working outdoors if weather is good
- We have no remarks. The concern that we have, is always the same (the language). But thanks to the translators and the good working atmosphere, there are no problems.

## **11. What are your hopes/expectations for the meeting in Austria?**

- Effective exchange of experience in work and equally important cultural exchange of views in socialising.
- To improve the syllabus for the target group and get new inputs.
- Learn more about editing software for blind and VI people
- In general: work on the content, and not losing too much time for organisational matters. Maybe it make sense to treat the organisational matters among coordinators only. For efficient work a good preparation of the meeting is important, including preparations on how to organise the work for the three days.
- Have a clear idea of the adapted curriculum for each of our target groups.
- Some more (external?) inputs and exchange on working with our target groups.
- Full of work, fruitful and relaxed with free time.
- That we will exchange our experiences of the test trainings and we can plan the online toolkit.
- To learn lots about training for visually impaired, as that's our next step.
- I hope to get to know if our workshops are good or not.

## **12. What are your concerns for the meeting? What do you not want the meeting to be like?**

- My Concerns: Too much goofing around.  
I expect from the Meeting: being to the point and have fun, too.
- Not too many and too long discussions in the big group. And we also wish clear targets to work efficient at the meeting.
- 3 days are short for organisational tasks and mock training - so we have to set up a straight agenda with a list of clear outcomes. The meeting should not be only straight work but also a space for exploring ...
- That participants insist on their own expectations and are insensitive for different communication and work cultures
- Efficient work and good leisure time - I have no other concerns, I think the previous meetings are all good bases.
- I wouldn't like it to be like an army camp, please. Be on time is ok, but sometimes you need further time in certain areas, or going away to reflect when it is not planned.

**13. What has to happen in our next meeting that you will return with a satisfied mind and you'll say: "This was a good meeting"?**

- Effective work. Listen to other partners. Exchange ideas and experience. Get to know each others' activities and cultural motives better. Enjoy the meeting environment in Retzhof Castle close to Graz.
- I wish an inspiring and good working atmosphere for the meeting. We did benefit from each others ideas and experiences and could improve the trainings. We all know what the next steps to work on are.
- All tasks and outcomes realised but in a good balance between structured work, open space and exploring the environment.
- Exchange of experiences, getting new inputs and ideas how to work with our target groups. What would be very important is getting closer to those partners who are working with those target groups with which we work as well and find a good and regular way to talk with each other between the meetings. I know it's very easy seemingly but never really worked. I mean, I haven't contacted other partners about what we are doing and though the possibility is given. I never picked up the phone or mailed to any of the partners to share my experiences. I would really change this.
- Learn lots and lots of mock training
- Work with a nice atmosphere and get work done on the project...

**14. Is there anything else you want to tell us?**

- The evaluation was a bit too long...
- Happy to see you again!