

Minutes Report

E-Portfolio System as a Source for Employment of Prospective VET Graduates
2013-1-TR1-LEO05-47530
Hungary Meeting, 26 -27 March 2015

Attendees:

1. Mesut Ozonur, Ph.D. (Çukurova University -TR)
 2. Kate Fazekas (Szamalk - HU)
 3. Toth Ildiko (Szamalk - HU)
 4. Sedivine Balassa Ildiko, Ph.D. (Szamalk - HU)
 5. Jose Bronze (Aplod - PT)
 6. Silja Teege (Sea Teach - ES)
 7. Konstancja Syzmura (Aviva - PL)
 8. Ania Adamska (Aviva – PL)
 9. Assoc.Prof.Dr.Mehmet Turan (Fırat University - TR)
 10. Assoc.Prof.Dr.Muhammed Turhan (Fırat University - TR)
 11. Assoc.Prof.Dr. Öner Yusuf Toraman (Niğde University - TR)
 12. Assist.Prof.Dr.M.Suat Delibalta (Niğde University - TR)
 13. Sait Dinç (Çukurova University -TR)
 14. Yılmaz Koçak (Çukurova University -TR)
 15. Erdoğan Şimşek (Dalya Agency - TR)
 16. Selman Tezekici, Ph.D. (Dalya Agency - TR)
- Apologies for absence received from the External Expert we invited for the meeting in Hungary, informing the presence in Closing meeting which will be held by Çukurova University in Adana / Turkey.

On Wednesday, 25th March, 2015

Partners arrived at the hotels in Budapest, Hungary where the participants would stay.

On Thursday, 26th March, 2015

The participants to the Meeting were registered and delivered meeting documents. The meeting started at 9:30 as agreed in the agenda (enclosed) proposed by the Coordinator.

The workshop meeting was held in Szamalk Szakkösepiskola Post Secondary Vocational School in Budapest / Hungary with the participation of the partner countries' delegates.

As was indicated in the Agenda of the meeting; in the morning session;

As the host partner, Kate Fazekas from Szamalk Hungary made a welcome speech and thanked the guests for joining into the meeting. She said she would be happy for each partner's participation and she was sure that there would be a very effective and productive meeting by adding the partners' suggestions and opinions.

Sedivine Balassa Ildiko, Director at Szamalk, introduced Budapest and Szamalk making slide presentations and video recordings. She also thanked to the partners for being in the meeting.

Mesut Ozonur, who leads the project on behalf of Cukurova University, introduced all the guests the details of the agenda, the necessities and objectives of e-Portfolio project, emphasizing the approval of Hungary Meeting and thanked for their participation. He also added that the Hungary meeting would be very important and go on according to the agenda in order to complete all the tasks which were indicated in WP6 and WP7. He informed about the e-Portfolio Project Portal (www.e-portfolioproject.net) which was almost completed by Cukurova University and Dalya Agency, except the use of some tools in "register" section and "partners' languages". He said that he had the prospective graduate students enrolled to the portal successfully and tested. Then, he started to present the portal with the help of projection provided by host partner.

Silja Teege, Sea Teach/ES, proposed that the "register" and "enter" tools of the portal should have been easier for user friendly. Her proposal was accepted.

Kate Fazekas, Szamalk/HU, asked to be added the icons of "schooling of graduates and prospective graduates", "branches/departments", "graduate grades". She also added that using these items in the system while enrolling would be very important.

Konstancja Syzmura, AvivaPoland/PL, said that they had the different levelled students and graduate departments had to be added.

All these proposals were accepted by the consortium partners.

For the assessment of the portal, the questionnaire was prepared by Çukurova University and Szamalk.

Çetin İlin, Çukurova University/TR, connected to the meeting via Skype and made a speech about the assessment of the portal.

Project partners all went to have lunch after these speeches. After the lunch, project partners continued to discuss about the questionnaire and it was delivered to the partners to be sent to the related bodies.

After the Coffee break, Project Team started up to work on E-Portfolio web-site (www.e-portfolioproject.eu) and the portal (www.e-portfolioproject.net). Mesut Ozonur showed the portal of the project explaining all icons. He asked the partners to translate the portal not only into English but also into the partner countries' languages (TR, PT, PL, HU, ES) as was indicated in the project application form. The website of the project (www.e-portfolioproject.eu) was designed not only in English but also in partners' languages.

Jose Bronze, Apload/PT, reminded and talked about "does" and "donts" until the next meeting and explained "to be dones" and drew the Picture onto the whiteboard. The partners all had a discussion on designing the e-portfolio framework and work packages and the Route Map of the project and they agreed on the map and the framework.

On Friday, 27th March 2015

On the second day, the partners went on working and discussing on the tasks in WP7, development of learning materials to teach e-portfolio approach, preparing a handbook to facilitate effective use of the project products as represented in the agenda until lunch time.

After the coffee break, Project Team started up to talk about the user manual of e-portfolio project portal - www.e-portfolioproject.net. Mesut Ozonur explained the e-portfolio platform of the project by using "User IDs" and "Passwords" as "student", "teacher", "SME" and "admin". Applied communication was provided among the partners by choosing one of the users above. This platform would be implemented, tested and finalised for validity and reliability until Poland Meeting.

After the results of these discussions, please have a look below.

The participant partners all agreed on the following actions:

- ⇒ Partners discussed on the topics which had to be studied under the project in order to form "e-Portfolio Platform" for its usability, validity,

security and reliability. First, the communication language of the portal will be in English but then in all partners' languages.

- ⇒ The language in manual handbook will be in English first, then in all partners' languages.
- ⇒ All activities and achievements will be carried out in the time schedule indicated in the WPs by sharing with all the partners in consortium as was drawn by Jose Bronze.
- ⇒ The partners will be delivered an "assessment form" for each meeting to evaluate the meeting.
- ⇒ The Hungary Minutes Report and the forth Newsletter will be drafted by Cukurova University until the second week of April, 2015.
- ⇒ The date of "the next Meeting" to be held in Wroclaw/Poland was determined as 25-26 June 2015, by taking all the partners' opinions. The partners all agreed on the date of the meeting.
- ⇒ The date of "the last Meeting" to be held in Adana/Turkey was determined as 14-15 September 2015, by taking all the partners' opinions. The partners all agreed on the date of the meeting.
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At the end of the meeting, Mesut Özönur thanked to Kate Fazekas, Toth Ildiko and Sedivine Balassa Ildiko for their invaluable host and warm hospitality and also to the partners for their joining into the meeting and sharing their data/experiences.

In the afternoon and the night of the second day, there was a city tour and a boat tour in Danube and cultural activities held by the host partner, SZAMALK, HU.

And the following day,

On Saturday, 28th March 2015

The partners all went back to their countries safe and sound.