

European Linguistic Standard for Professionals in Tourism: SLEST 2.0¹
Project No: 2013-1-ES1-LEO05-66445

Newsletter 4 – state of the project in mid February 2015

Following the third status report from November 2014, with this report we continue to examine the actual achievement of component outputs against plan.

After SLEST 2.0 has reached until mid-November all targets/objectives as stated in the management plan, also all tasks with deadline 31/01/2015 have been fully reached and without delay:

- all videos and dialogues have been recorded and put on the website of the project, ready to use
- all prepared elearning materials have also been transferred to the website
- necessary amendments, corrections and up-dates have been entered

There have been some difficulties regarding the part of the website containing the online language learning materials: the first draft of these pages was not satisfactory, especially because moving between the pages was quite difficult and “mechanic”, furthermore the first solution of downloading all the exercises (besides one demo unit) was complicated and not practical. After an extense exchange of opinions and discussion of various possibilities the group decided to put ALL exercises (units) online. This solution might cause some difficulty in the future, because the project's server is only able to handle some 100 connections at a time (purchasing more capacity would mean changing server at a much higher cost as planned), but we think that the existing capacity should be sufficient - at least at this stage of the project.

Following the management plan, the tasks listed should have been achieved until the end of January

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2015 (started or completed) as set out in the project proposal are:

product (no.)	deadline	WP	in time (yes / no)	if not, why
1. management plan (1)	31.10.2013	1	yes	
2. minutes (4)	31.10.2013	1	yes	
3. press releases (first ...; 20)	31.10.2013	5	yes but...	had to wait for website for publishing
4. database (start with ...; 19)	31.10.2013	5	yes	
5. dissemination plan (16)	31.12.2013	5	yes	
6. flyers (17)	31.12.2013	5	yes	
7. creation of website (24)	31.12.2013	3	yes	
8. quality management plan (25)	31.12.2013	6	yes	
9. choice of e-and u-learning contents (6)	31.12.2013	2	yes	
10. creation of platform on the website with materials (8)	28.02.2014	2	yes	(30.03.2014)
11. GREEK versions of SLEST materials (7)	28.02.2014	2	yes	
12. up-dating of SLEST material (29)	31.05.2014	2	yes	(15.03.2014)
13. e- and u-learning contents: general indications	This product has been created in addition (not in application)!			
14. newsletters (21)	30.04.2014	5	yes	already sent eight
15. deployment plan (28)	15.05.2014	7		we will start with it's layout in time
16. up-dating of SLEST materials (29)	31.05.2014	2	yes	has been finished in march
17. intermediate report (2)	15.09.2014	1	yes	
18. dissemination seminars (22)	30.09.2014 (from ...)	5		continue
19. handbook (9)	31.10.2014	3	yes	on the website
20. videos etc. (10)	31.10.2014	3	yes	
21. transfer of materials (11)	31.10.2014	3	yes	
22. first quality report (26)	31.10.2014	6	yes	
23. amendments (27)	31.10.2014	6	yes	(some regarding exelearning exercises)
24. frasebook	additional material			on the website

Start of piloting (12): piloting will start as planned at February 16th (not necessarily the same day in all countries) and will last until mid May

Next steps to be undertaken (until the end of June 2015):

- piloting and testing (end of...) **31.05.2015**
- report piloting and testing **30.06.2015**
- report interviews **30.06.2015**
- final amendments **30.06.2015**

Rome, 05/02/2015

Düsseldorf, 05/02/2015