



Project EFESTO

eLearning environment for disable learners¹

Technical and Financial report

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1. Meetings with partners

LP	MEETINGS		DATES	PARTICIPANTS
	COUNTRY	CITY		
1	skype conference		07/03/2011	representatives from: Techin, Unisannio, ICSA, CORVINNO, TIME Foundation, HDSF. No representatives from PAD and DIDA (please look minutes)
2	skype conference		11/03/2011	representatives from: TECHIN, Unisannio, TIME Foundation, ICSA, CORVINNO participated (please look minutes)
3	skype conference		21/03/2011	representatives from: TECHIN, Unisannio, TIME Foundation, ICSA, CORVINNO participated (please look minutes)
5	skype conference		23/03/2011	representatives from: TECHIN, Unisannio, DIDA, ICSA, PAD participated (please look minutes)
4	skype conference		21/04/2011	representatives from: TECHIN, Unisannio, DIDA, ICSA, PAD participated (please look minutes)
6	Technical meeting		28/04/2011	technical partners participated: TECHIN, UNISANNIO, ICSA, PAD.
	Italy	Brescia		

eFESTO Technical meeting, Brescia, Italy

Time and place: **Scuola Audiofonetica, BRESCIA, 28th April 2011**

Technical meeting has started with a short visit to the Audiophonetic School in Brescia. Colleagues from ICSA have kindly explained teaching methods implemented in their school and its history as well. It was a great benefit for all the participants, especially for Polish Association of the Deaf.

Luca de Vito from UNISSANIO has started his presentation of the sample Learning Objects on the platform to be tested during the pilot run. He asked for any comments and suggestions to improve and adjust the platform to any specific needs.

He also asked the participants of the meeting if all the LOs should be translated into international sign language. After a short discussion it was decided that only English courses should be translated this way.

During presentation of UNISANNIO participants logged-in the eFESTO website at went through the LOs already downloaded by UNISANNIO (maths lessons in Polish - sets and the averages). UNISANNIO declared to download the rest of the LOs as soon as possible. (but well before the pilot run starts in Poland). Priority shall be given to the LOs prepared for primary and grammar schools (first two levels). Due to absence of the main representatives of UNISANNIO in May, there will be another responsible persons indicated in order to complete the work related to the adapting LOs on the platform.

It was also explained that videos are fully synchronised with the text version. It means that, like in the commonly known KARAOKE, the sentence currently spoken is turned red (and then black again when it is already finished). It is also possible to stop the video in any moment and also rewind it.

UNISANNIO suggested to use only Internet Explorer (preferably version 8 instead of the newest), as the LOs are well adjusted to this browser characteristics.

It was underlined that all requested logos of the EU, Leonardo da Vinci Programme and National Agency shall be added soon.

There will be also technical possibility to track activities of the users by UNISANNIO, on-line.

PAD suggested replacing video box location on the screen, as all the videos already prepared by PAD indicate right upper corner of the screen.

TECHIN suggested to include any technical explanations and indications for users directly on the screens.

ICSA suggested to add closed questions as quiz with limited number of answers is much more effective way to measure learning process effects than theory reading only. Nevertheless, it has been also noticed that eFESTO project aims at e-learning methodology evaluation rather than directly at teaching.

After discussion devoted to the technical issues, approximate dates for the first part of the pilot (primary and grammar schools) in Poland and Italy have been indicated. PAD declared willingness to start the pilot in Poland after 20th of May. It will probably take a few days as it is going to be organized in each school involved separately. PAD shall communicate exact dates not earlier than on 9th May. Secondary schools and the workers shall be involved in the second part of the pilot to be held at the beginning of June.

It has been also agreed that the highest possible number of participants shall be involved in the pilot, but it should possibly not be lower than 20 persons in each group (each of levels in each country).

Lucio suggested preparation of the audios explaining that it could be useful for hard of hearing people in Italy. PAD have not found it appropriate for the target group representatives in Poland. At the end, it was decided, that ICSA shall prepare the audios only in Italian version.

In order to better evaluate the main project result - eFESTO platform, the Quality of system method questionnaire shall be prepared. All the partners agreed to send sample questions supporting development of this questionnaire by 12 May. They should refer to the functionality, graphical and technical aspects rather than to the content. The content of the courses is only exemplary and should not be considered as the complete educational programme.

It was noticed by ICSA that the youngest children are not able to evaluate the platform and fill the questionnaire. For this reason, it was decided to involve their teachers, assisting children during the pilot run, who could fill the questionnaire for them. Starting from the secondary level, children can be asked to fill it directly.

PAD have raised several important questions related to WP4 deliverables. He asked about an exact content of the following WP4 deliverables:

➔ **Theoretical Updating Courses**

➔ **Practical Updating Courses**

➔ **Test Document**

It was agreed that these deliverables should be understood simply as all the LOs prepared in the frame of the project (both theoretical and practical) with emphasis given to what has been changed in comparison to LA.DI.RE and PSELDA projects. Test Document should include the summary of the pilot action performed.

It was also agreed, that no specific additional materials for the pilot are required, though TECHIN will try to provide some promotional materials (posters, gadgets).

2 Technical meetings between University of Sannio and Corvinno, 13-14 April 2011, Budapest

Objective of the meeting was to verify the advancement of the pilot run activities with reference to the hungarian contents.

A further objective was to investigate for further developments of the EFESTO project and the exploitation of EFESTO results.

2. Additional information

It was a monitoring visit organised by National Agency in the premises of TECHIN 31st May 2011. A few suggestions were underlined:

- ✓ It was suggested from the National Agency to put on eFESTO website and on ADAM Database the whole documentation of the project deliverables, not only abstracts. It means that on the EN, PL nad IT part of the website whole documents in pdf. (can be other file) should be put;
- ✓ It was suggested that potential users/stakeholders and other interested parties are not able to read all documents, just an abstract;
- ✓ It was requested to more focus on the experimental activities, which should be available on the platform - content from LADIRE project /electrical and electronic apparatus, which should be piloted by deaf workers in Poland;
- ✓ It should be put more information regarding the project and whole deliverables which were already prepared. ADAM Database is going to be fulfilled by Techin;

Notes: Techin would like to organise skype call regarding project progress, specially technical part regarding eFESTO platform.

3. Financial issues

Detailed information regarding financial issues were presented during the 2nd Consortium Meeting in Warsaw. The same important issues is respected in the next project period.

- The general rules are also described in the financial guide sent to the consortium partners at the beginning of the project

The most important financial rules are:

1. Incurring the costs related to the eFESTO project partners should always refer to their national law and internal regulations
3. The most important is date of the payment (**NOT** date of the invoice), so partners need to make sure that all the payments were effectively done before the end of the related reporting period (otherwise it may not be possible to accept these costs), so regarding the Interim report, until 1st November 2010, regarding Final report, until 31st october 2011. If the payment was done in any other than **EUR currency**, partners should always check an exchange rate of the day when payment was done (**HOWEVER NOT a date of an invoice!**)
4. All the **ONLY project-related payments** should be transfered from the bank account indicated in the agreement with the coordinator (TECHIN)
5. If any payment related to the project has been transferred from other bank account then specified above, there should be refundation done during the same reporting period
6. Consortium partners must incurre and book on the project account also 25% of own contribution (it will be checked at the end of the project, before the final payment)
7. Expenditures covered with own resources of the beneficiary do not have to be transfered from bank account indicated in the agreement
- 8. Project-related accounting documents (originals) should be kept for five years after the project end date - National Agency strictly requires an appropriate accounting document as confirmation of remeneration costs incurred, which is payrolls (or similar document generated from the accounting system). Official statements are not sufficient.**

REGARDING BUDGET CHANGES:

It is possible to transfer the money between cost categories without any amendment to the agreement, unless such transfer exceeds 10% of the **total amounts** in both categories (from and to which transfer is to be done).

Any requests of amendment to the agreement, also related to the budget, must be always appropriately justified.

4. Problems

No problems occurred in such period indicated.

5. Suggestions

No suggestions

