

EE74 - NETT
Networked Entrepreneurship Training of Teachers

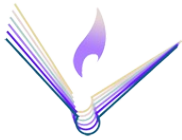
Meeting Minutes - EXPO OTEL - 149, Tsarigradsko shoes, blvd. 1784 София, Bulgaria

Date	Thursday 24 October 2013 - Friday 25 October 2013																											
Relators:	<p>Institute of Education and Youth Studies Association (EGECED) Dr. Mehmet Emin Bakay , Dr. Güldan Kalem, Bahri Yilmazyıldız.</p> <p>Institute of Technology and Development (ITD) Prof. Eugenia Petrova Kovatcheva, Mirolyuba Madjarova, Atanas Georgiev</p> <p>Università degli Studi di Milano Prof. Bruno Apolloni, Dr. Francesco Epifania, Dr. Marco Mesiti, Dr. Stefano Valtolina.</p> <p>AMCServices (Arké Management Consulting Services) Dr. Ivano Cesareo, Dr. Lucilla Crosta, Prof. Maurizio Mesenzani.</p>																											
Organizers:	Institute of Technology Development (ITD)																											
Participants:	Dr. Mehmet Emin Bakay, Güldan Kalem, Bahri Yilmazyıldız, Prof. Eugenia Kovatcheva, Mirolyuba Madjarova, Atanas Georgiev, Prof. Bruno Apolloni, Dr. Francesco Epifania, Prof. Maurizio Mesenzani, Dr. Ivano Cesareo, Dr. Lucilla Crosta.																											
Aims of the Meeting:	<ul style="list-style-type: none"> ▪ Financial assessment ▪ Presentation and validation of the NETT platform ▪ Deliverable reckoning ▪ next 6 months programming as for quality management, platform improvement and material collection 																											
Topics and Content:	<p>first day (October 24)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">9.00-10.00</td> <td>Financial issues (Arkè)</td> </tr> <tr> <td>10.00-11.00</td> <td>Description of NETT platform [D11,D12](UNIMI)</td> </tr> <tr> <td>11.00-13.00</td> <td><i>EDE Conference (session 10)</i></td> </tr> <tr> <td>13.00-14.00</td> <td>Lunch</td> </tr> <tr> <td>14.00-15.00</td> <td>Operational questions on the platform (ITD)</td> </tr> <tr> <td>15.00-15.30</td> <td>Relationships with the other projects attending EDE</td> </tr> <tr> <td>15.50-17.30</td> <td><i>EDE Conference</i></td> </tr> </table> <p>second day (October 25)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">09.30-13.00</td> <td><i>EDE Conference (session 15)</i></td> </tr> <tr> <td>13.00-14.00</td> <td>Lunch</td> </tr> <tr> <td>14.00-15.00</td> <td>Improving the platform [D12,D16] (Arkè)</td> </tr> <tr> <td>15.00-15.40</td> <td>Filling the platform [D10](EGECED)</td> </tr> <tr> <td>15.40-16.00</td> <td>coffee break</td> </tr> <tr> <td>16.00-16.40</td> <td>Dissemination issues [D24-D27] (ITD)</td> </tr> </table>		9.00-10.00	Financial issues (Arkè)	10.00-11.00	Description of NETT platform [D11,D12](UNIMI)	11.00-13.00	<i>EDE Conference (session 10)</i>	13.00-14.00	Lunch	14.00-15.00	Operational questions on the platform (ITD)	15.00-15.30	Relationships with the other projects attending EDE	15.50-17.30	<i>EDE Conference</i>	09.30-13.00	<i>EDE Conference (session 15)</i>	13.00-14.00	Lunch	14.00-15.00	Improving the platform [D12,D16] (Arkè)	15.00-15.40	Filling the platform [D10](EGECED)	15.40-16.00	coffee break	16.00-16.40	Dissemination issues [D24-D27] (ITD)
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	16.40-17.20	Exploitation issues [D14,D15](EGECED)
	17.20-18.00	Next 5 months activity [D17,D18](UNIMI)
	18.00-18.30	Month 14 th check, forewords, conclusions
Reports and Comments:	<p>Financial assessment:</p> <ul style="list-style-type: none"> ▪ Ivano Cesareo shows the documentation to be ready for the interim report. Namely ▪ Time sheets of each person involved in the project, detailed per working hour and related task executed ▪ Report on traveling expenses, detailed per each mission. The related documentation (boarding pass, hotel recipe, etc.) will be stored by the single partners at disposal of CE. ▪ Consumables ▪ Miscellaneous <p>A subsequent reckoning held on the second day reveals that the expenses are substantially in line, apart:</p> <ul style="list-style-type: none"> ▪ some redistribution of miscellaneous and consumable amounts agreed between the two Italian partners. ▪ some shift from consumable to travels for the two Italian partners on the light of expenses actually beard for the meeting ▪ some shift from travels to miscellaneous for EGECED on the light of expenses actually beard for the meeting logistics. ▪ the reassignment of the amounts forecasted for the <i>ECIE 2013 - 8th European Conference on Innovation and Entrepreneurship</i> conference in the past September to a new conference next year (for instance <i>EDUCON 2014, Turkey</i>) ▪ the reassignment of some working hours to either past or new persons. Some turnover in the members of the team of some partners requires this redistribution. <p>All these changes will be resumed before the interim report issuing and submitted to the Commission for approval. A first release of the interim report will be ready by November 20th. This requires that all documents by the partners are sent to the coordinator by December 12th.</p> <p>NETT-platform:</p> <ul style="list-style-type: none"> ▪ Marco Mesiti, Francesco Epifania and Stefano Valtolina show the beta version of the NETT platform available at the URL: www.... The platform derives from a proper integration of customized versions of Moodle and Mahara platforms inside a metadata management platform allowing a: ▪ Exhaustive characterization of the contents, whose reckoning unit is the <i>module</i>, as a structured collection of contents to be made available to the user for assembling a targeted course. 	



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- Intelligent retrieval of the materials stored in the platform thanks to a guided browsing and an advanced recommendation system.

A proper hierarchy among users fix the permissions in order to guarantee high quality contents of the platform. Suited interfaces allow a friendly use of the platform.

- The platform is at a beta test level. Hence, some aspects must be improved or totally implemented. However, its use during the meeting allowed the formulation of the following criticisms and requests:

- Recommendations to the platform:

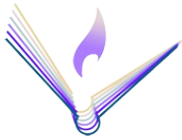
- Each one user (after authentication) can add a material;
- The materials published by a contributor are visible for all users but have status not reviewed (the materials defined status: not reviewed, completely accepted, accepted, rejected, completely rejected);
- The material is reviewed by Experts. If the experts accept the material – then the Master can take the decision to assign it the status either “accepted” or “completely accepted” ;
- The standard OAI-PMH - Open Archives Initiative Protocol for Metadata Harvesting to be prospectively implemented into the platform. It’s used for automatic exchange between systems.
- Each granulated module has to have a visible provenance: the “parents” and the “child” of it (the different module adaptations should be collected) or with other words, to keep a track about who creates the module, who uses it, and who modifies it. This will support the **creation** of the community of practice on one hand and to **rate** materials on the other.

The authorisation for entering the NETT platform may come from the FaceBook and LinkedIn accounts of the interested users as well (in order to facilitate the people from the NETT groups there).

- The materials should be selected by **yearly** age range - from 4 to 19 years old.

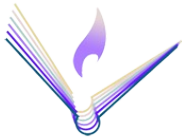
Fill-in the platform:

- All partners acknowledge the need of filling-in the platform with high quality contents, each associated to a meaningful string of prefixed metadata. Therefore they agree on:
 - uploading the contents using the interface existing on the platform (mainly: Moodle style plus additional information);
 - prioritizing contents corresponding to the skills and teacher training needs mostly voted in the questionnaire collected with deliverables D8 and D9. Emin Bakay supplies this list. The skills/topics are:
 - Change Management



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	<ul style="list-style-type: none"> ▪ Communication ▪ Conflict Management ▪ Creating Bussines plan ▪ Creativity ▪ Digital Skills ▪ Ethics in Communication ▪ Financial Literacy ▪ Focusing on Achievement ▪ Innovation ▪ Marketing-information Management ▪ Risk Management ▪ Self Management ▪ Strategic Management Planning ▪ The basic business knowledge and skills <p>▪ For each item from the above list it is expected at least one module to be developed both in English and in the partner languages. ITD is responsible for this filling, coordinating the proactive contribution of all partners.</p> <p>Exploitation/dissemination issues:</p> <ul style="list-style-type: none"> ▪ During the discussion of the financial issues, the Italian partners highlighted that time is approaching for devising the big events (workshops and promotional events) for which the project budget is destined. ▪ The connection of the NETT site to LinkedIn and Facebook is working. The promotion on line will start in a couple of months when the NETT platform is fully running. ▪ The goal for the next months- to improve the communication with teachers/schools (a very small number of people follow the NETT on Facebook, LinkedIn and the website). ▪ The partners think that alternative gadget must be minded for the project in order to avoid wasting funds. ▪ Based on the methodological framework of the Quality Assurance Plan, two table sheets had been preliminary disseminated among the partners (Table_Evaluation_Partners Contribution and Table_QA_Project Implementation). The tables have to be filled in with the data relevant for the current period and delivered to the coordinator of this task not later than 10th November 2013. They will be necessary for the development of the Interim Report of Internal Evaluation Questionnaire. ▪ EGECED will organize a conference for Entrepreneurship education with University and Ministry of Science and Industry of Turkey.
<p>Ideas emerging from the Meeting:</p>	<ul style="list-style-type: none"> ▪ From the EDE conference it emerged the opportunity of a structured coordination between the European Projects in the field of Entrepreneurship education, exactly as an entrepreneurship best practice. ▪ On this respect the consortium gives mandate to Bruno Apolloni to manage this matter with the Community and to propose the NETT-platform as the distinguishing contribution of NETT project to supply the common platform for all mentioned/coordinated projects.



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Next steps	<ul style="list-style-type: none"> ▪ A skype meeting will be held on May 2014 ▪ Next meeting in persons will be set in Italy, in the middle of July, 2014 ▪ By the interim report time (December 2013) the following deliverable (not yet uploaded on the project website) will be ready: 		
	D10	European collection of existing Resources, best practice, documents, training materials on teachers' entrepreneurship education	
	D1	Interim Report	
	D3	interim report of internal evaluation questionnaire	
	D14	Online Community of professionals	
	D15	Set of an Online forum	
	TASK	WHO?	WHEN?
	Minutes	Bruno/Francesco/Ivano	November 1st
	Platform amendment list	Eugenia/All	November 1st
	financial issues	Ivano/All	November 10th
	Interim report/draft	Bruno/Ivano	November 20th
	Interim report/submission	Bruno/Ivano	December 12th
	Platform uploading manual	Marco/Francesco	November 10th
	First material uploading	Emin/Lucilla	November 15th
	Quality management forms filed	All	November 10th
	Interim report of internal evaluation questionnaire	Mira	November 25th
	Report on online community of professionals	Maurizio	November 15th
	Set of an online forum	Francesco/Lucilla/Emin	November 30th
	Assessment of newsletter issues	Eugenia/Lucilla	November 15 st