



## Deliverable 19

### Launch of the Pilot Course Guidelines

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## Contents

Summary .....	3
Introduction .....	3
Scope of this document .....	3
NETT Pilot Course .....	3
Objectives of the Pilot Course .....	3
Course Roles .....	4
Pilot Course Detailed Program .....	4
Responsibility Assignment Matrix .....	7
Italian Pilot Course .....	7
Italian Pilot Course calendar .....	8
Turkish Pilot Course .....	8
Turkish Pilot Course calendar .....	8
Bulgarian Pilot Course .....	9
Bulgarian Pilot Course Calendar .....	10
Expected results and next steps .....	10

## Summary

This document presents the guidelines for the launch of NETT pilot course, aimed to test the NETT platform and to gather users' feedback on contents and functionalities. The pilot course can also be used to identify experts and to start building the NETT community of teachers.

This document is a guideline for managing pilot courses: each partner organisation should design and manage a pilot course in its own language, on its preferred subject areas and with a specific group of participant teachers.

## Introduction

### Scope of this document

This document describes in details the plan for carrying out the NETT pilot courses in the partner-counties and provides the guidelines for their implementation.

## NETT Pilot Course

### Objectives of the Pilot Course

The main aim of the Pilot Course is to test the functions of the NETT platform and to experiment with its tools for developing learning resources.

In particular, the Pilot Course has the following objectives:

- OBJ 1\_KNOWLEDGE/SKILLS: To allow the teachers to acquire/ improve their entrepreneurial skills targeted by the NETT programme (i.e. related to Entrepreneurial Vision, Personal Development, Communication Skills, Economic Skills, Technical Skills).
- OBJ2\_ADOPTION: To allow the teachers to apply the acquired knowledge and skills in project-based learning activities, such as the collaborative Project Work included in the Pilot.
- OBJ3\_TEACHERS AS ENTREPRENEURS: To allow the teachers to integrate the acquired entrepreneurial skills into their own professional career through the Individual Work included in the Pilot.

### Pilot Course implementation and syllabus

The Pilot Course training will be deployed in four languages (i.e. English, Bulgarian, Italian and Turkish) how to use the platform first and what type of activities in each course has been prepared using the communication tools of the NETT Platform, as forum, chats, emailing and the Mahara NETT Platform for social networking, supports. The Pilot Course is based on the selection/use of online teaching techniques according to the needs and requirements of each partner's country.

It is planned each of the pilot courses to involve nearly 15 participants. They will be teachers either candidates or selected from the virtual professional societies (web and social networks, NETT users) and invited to take participation by the thematic experts.

The Pilot Course syllabus is presented in the table below:

Abstract	<p>This course aims at providing the teachers and trainers with a networked entrepreneurship training programme. The Pilot Course aims at:</p> <ul style="list-style-type: none"> <li>• acquiring/ improving teachers' entrepreneurial skills;</li> <li>• applying the acquired knowledge and skills in project-based learning activities; and</li> <li>• maturing their ability to integrate the acquired entrepreneurial skills into their own professional career through individual analysis and business development.</li> </ul> <p>This course is devoted to the introduction of the NETT platform. It is based on the major tools of the system: the learning material repository; the e-learning platform and the social network for the teachers in entrepreneurship.</p>
Duration	4 Months (June 1 <sup>st</sup> – September 30 <sup>th</sup> 2014)
Estimated effort	30 Hours
Type of delivery	Distance Learning and <i>in loco</i> , according to the availability of each partner.
Target group	Teachers and trainers at every level. The active intervention of experts in entrepreneurship education is foreseen.
Prerequisites	Availability of the necessary conditions for access to the platform and all of its tools. Composition of training groups of teachers and trainers who teach in schools / institutions of all types and levels.
Learning outcomes	The participants will be able to understand the basic concepts and theoretical principles included in the entrepreneurship programme.

## Course Roles

The Course involves the following roles:

**Participants:** teachers attending the course, submitting on line tests, working on project based approach and on individual assignments, launching and contributing to on line discussions.

**Tutor:** person providing assistance to users in finding the appropriate material, addressing content and/or technical issues and requests, integrating existing contents with available material inside or outside the NETT platform, facilitating on line discussions.

**Expert:** teacher providing didactical material, structuring the learning and participants' evaluation process, participating to content management, content review and evaluation, launching and participating to on line discussions and managing course opening/closing.

## Pilot Course Detailed Program

The pilot course is structured as follows:

Activity	Objective	Description	Duration
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Kick-Off	Launch the course	Opening videoconference managed by an Expert involving Tutors and Participants.	30 min
Initial Test	Assess the entry level of the participants	The initial test will assess if: - participants own basic notions and principles of the course; - participants are able to use the platform (e.g. search, navigate, etc.) - participants own entrepreneurial skills and expertise	30 min
Self-learning on Thematic Areas	Study online materials of first module of pilot course	Development or depth study of first "specific / technical" skills of pilot course	Minimum 3 Hours of self-learning practice
First check-point	Evaluate the status of national course and of usability of platforms.	Feedback on initial approach to the Course based on: - "national" specific contents - content structure - use of the platform	3 h
Intermediate test	Assess the level reached by the participants	Evaluation on: - each subject area of the course - technical issues - entrepreneurial skills	30 min
Self-learning on Thematic Areas	Study of online material that users see in other module	Autonomous access to extra readings. We recommend the use of Mahara platform to discuss and advise users on resources and, if deemed useful, other materials	8 Hours
Second check-point	Evaluate global technical and specific knowledge of pilot course.	Feedback on initial approach to the Course based on: - contents - content structure - use of the platform	3 h
Focus Point Webinar	Introduce to entrepreneurial skills and aspects.	Webinar focused on a specific topic emerged on users' discussions managed by an Expert, involving Tutors and Participants. Webinar deal with one of entrepreneurial skills emerged by discussion	30 Minutes
Third check-point	Evaluate	Feedback on initial approach to the Course based on: - contents with entrepreneurial skills - content structure	30 min
Project Work	Reading project work and first indication to use this material in	Collaborative Project-based learning activities: case study	1 h

	next steps		
Individual and Team Work	Develop of individual and team work that use all material to develop selected entrepreneurial skills	Deployment of entrepreneurial initiatives. There will be a collaborative work	Minimum 9 h
Final test	Assess the final level accomplished by the participants	The final test will assess if: - participants have acquired/improved the knowledge of basic notions and principles of the course; - participants have improved their ability to use the platform (e.g. search, navigate, etc.) - participants have acquired/improved their entrepreneurial skills and expertise	30 min
Course Wrap-up	Close pilot course with the dissemination of national results. International analysis will be part of next step	Closing videoconference managed by an Expert involving Tutors and Participants	30 Minutes

## Responsibility Assignment Matrix

Responsibilities are managed as shown in the next table.

R = Responsible for the task

A = Accountable for the task

I = Informed of the task, takes part in meetings and activities

M = Monitors the task progress

Roles	Expert	Tutor	Participant
<b>Tasks</b>			
Course Design	R	A	
Course Material Preparation	R	A	
Opening Videoconference	R	A	I
Initial, Intermediate and Final Tests	M	I	R
Material Utilization and download	I	M	R
Community and on line discussion	A	A	R
Check Points	M	R	A
Focus Point Webinar	R	A	I
Project Work	I	M	R
Individual Work	I	M	R
Closing Videoconference	R	A	I

## Italian Pilot Course

The pilot course lead in Italian Language will last **from June the 1st to September 30th 2014**.

The chosen course for the Italian pilot is "**Basic Economics**", which is in the macro category "Economic Skills" of the NETT platform. The Italian pilot course will start with a Kick-Off represented by a 30 minutes videoconference meeting aimed to present course structure and goals.

After the Kick-Off each participant can access, download read and study all the provided learning materials, having the chance to discuss online the course topics with themselves, with tutors and with experts. Tutors and experts will be involved to support the participants in the community.

The **project work** will be represented by the joint realization of a SWOT analysis for a case study in business management.

The **individual work** will consist in a paper produced by each participant presenting the future application of the course done in their teaching activities: how this course will impact their subject areas, how they can re-use course material for lessons, exercise, laboratories activities. This paper will be based on individual learning and on specific teaching roles of participants

The pilot course will end with a 30 minutes **videoconference meeting** aimed to present the course results, key learning and next steps.

### Italian Pilot Course calendar

- Opening videoconference **June 3**
- Autonomous activities between starting on June 3
- Check-point June 20
- Project Work starting on June 21
- Check point July 20
- Focus Point Webinar September 12
- Individual Work starting on September 15
- Check point September 20
- Closing videoconference **September 30**

## Turkish Pilot Course

The pilot course in Turkish will last from June 23rd to August 29<sup>th</sup> 2014.

The chosen course for the Turkish pilot is also "Basic Economics", which is in the macro category "Economic Skills" of the NETT platform.

The Turkish pilot course will start with a **face to face meeting** with a representation of the NETT project, platform and the structure and the aim of the course. This first session will last 40 minutes.

After this first lesson, each participant will be able to access, download, read and study all the provided learning materials, having the chance to discuss online the course topics with other participants, tutors and experts.

There will be a joint **project work** towards the end of the course which participants will analyze a business success story using SWOT analysis.

Each participant will also do an **individual work** which they will produce a paper presenting their ideas for future application of the course in their teaching activities. In this paper they will present how this platform can be used, how it can affect their teaching style and how can they use course materials in their teaching.

The pilot course will end with a 30 minutes **closing lesson** aimed to present course results, key learnings and next steps.

### Turkish Pilot Course calendar

- Opening lesson June 23rd
- Autonomous activities starts on June 24
- Check-point July 18
- Project Work starts on July 21

- Check point July 20
- Individual Work starts on August 1
- Check point August 15
- Closing lesson August 29

## Bulgarian Pilot Course

The Bulgarian Pilot Training Course will be based on the existing “Skills for Presentation” course which will be extended with additional elements giving knowledge and skills for working in the environment of the NETT platform.

The **aims** of the course are:

- to present the functions of the NETT platform to the teachers in Entrepreneurship,
- to receive feedback from them, and
- to develop skills for creating new courses and thus, to enrich the e-learning NETT system.

According to the plan, the course starts on July 2<sup>nd</sup> and finishes on September 30<sup>th</sup>, 2014. The Bulgarian Pilot Course will be carried out in three phases:

- *First phase*: Introduction of the NETT platform;
- *Second phase*: Training on Skills for Presentation, and
- *Third phase*: Training on Development of a New Course and its description with NETT metadata.

The entire course is based on blended learning sessions – some of the participants will attend the face-to-face meetings. The other trainees, who are not able to attend the face-to-face sessions, will be virtually supported by the Webinar applications.

The course activities are:

- Individual work with the NETT platform;
- Collaborative work. During the second phase, the participants will be divided in few teams based on their preferences among the 5<sup>th</sup> main NETT topics: Entrepreneurial Vision, Personal Development, Communication Skills, Economic Skills, Technical Skills;
- Individual work. During the third phase, the trainees will work on creating new recourses for the system (teaching materials, learning materials, exercises, tests, self evaluation materials, etc.).
- During the closing session of the training course a review of the new developed e-resources will be carried out with a discussion on their quality and the ways for their improvement.

All training sessions will be guided, monitored and advised by the nominated NETT experts.

## Bulgarian Pilot Course Calendar

- July 2<sup>nd</sup> - Opening session: Introduction to the NETT system – mixed mode – Face-to-face and Webinar Participation;
- July 31<sup>st</sup> – Start of the individual work;
- July 16<sup>th</sup> - Check-point;
- July 17<sup>th</sup> – Start of the collaborative work;
- August 29<sup>th</sup> - Check point
- September 10<sup>th</sup> - Face-to-face and Webinar sessions
- September 10<sup>th</sup> - Individual Work
- September 20<sup>th</sup> - Check point
- September 30<sup>th</sup> - Closing session – face-to-face and virtual presentation with a discussion on the quality of the e-materials produced.

## Expected results and next steps

The Pilot Course is expected to meet:

- OBJ 1\_ KNOWLEDGE/SKILLS, by supporting the acquisition of course contents and knowledge, as well as the development of participants self-development and self-efficacy, peer assessment skills, critical thinking skills.
- OBJ2\_ ADOPTION, by supporting the application of the acquired knowledge and skills in real world problems.
- OBJ3\_ TEACHERS AS ENTREPRENEURS, by supporting the application of the newly acquired knowledge and skills to the development of teachers and trainers own projects.

The overall scope of the pilot course is to test and validate the effectiveness and the efficiency of the courses towards the objectives.

Each project partner will design a pilot course in their languages and in its own selected topics. All the courses provided will be included into the validation.

As a next step, participant could be considered as NETT platform contributors and emerging participants could be appointed as experts. 15 experts will be invited at the final event of NETT project, which will be in November, with free accommodation.