Facilitating e-Learning for an Inclusive Pedagogy
2021-1-SK01-KA220-VET-000034712
e-FLIP – TPM 1
Conclusions of the Gaziantep mobility

1. ***Partner Agreements – completion:***
   a. ES + DE + IS + TR completed.
   b. GR + IT → on the way by post.

2. ***Information from the Slovak NA:***
   a. EN version will be sent to all the partners by the coordinator.
   b. Time sheet/Work sheet – sample – will be sent to all the partners by the coordinator.
   c. All the financial documents will be scanned and uploaded to the Google drive.

3. ***Project Management money = examples of items:***
   a. *renting the room for meetings, trainings, …*
   b. *transfers,*
   c. *sub-contractors, etc.*

4. ***Principles of spending the project budget:***
   a. *At least, 70 % of all the project money from the individual transfers should be spent by all the partners together and after the interim report is written.*
   b. *All the documents published within the project must contain the following: Erasmus+ logo, EC formula, project logo and the number.*

5. ***Project website*** *(www.e-flip-erasmus.eu)* ***– updated continuously:***
   a. Linking the website and social media with the official websites of the partners.
   b. Social media (Facebook, Instagram, Twitter) will be maintained by the Greek partner.
   c. Payed online promotion by the social media will be financed by the PM money.

6. *These relevant **documents will be published** on the website:*
   a. *duties and obligations (conclusions of the TPM 1)*
   b. *Dissemination Plan (XLS)*
   c. *All the presentations and reports will be sent to the coordinator – practices of online education (presented in TPM 1)*
   d. *All the articles will be published online and the links will be sent to the coordinator for publishing.*
   e. *Evaluation/assessment of individual TPMs and LTTs will be realised by the Spanish partner and published on the website by the coordinator.*

7. *Preparation for **LTT 1** (C1 – Berlin) – according to the instructions of the Turkish team.*
   a. *E-FLIP approach (DE) and model (TR) – the presentations will be published under LTT 1 (C1) outputs*
   b. *LTT 1: the following tools will be conducted (by):*
      - *EdPuzzle, LessonPaths (DE),*
      - *Vialogue (IS),*
      - *Videonotes (GR).*

8. ***Coordinator´s duties:***
    a. *Google folders will be created by the coordinator to share the documents, pictures, financial documents.*
    b. *Mobility tool – update.*
    c. *Selection of the Project logo and slogan:*
        - Proposals of project logos will be sent by the Turkish and Italian partner for further processing.
        - Slogan proposals will be sent by all the partners until Jan 23, 2022.
    d. *The coordinator will send the EU official graphics + EC formula to all the partners.*

OTHER

9. <u>*Certificates and attendance list*</u> *will be shared by the Turkish partner with other partners – this will serve as template for other TPMs and LTTs.*

10. <u>*EPALE and e-Twinning*</u> *– the project page will be designed by the German partner.*

11. <u>*Dissemination of the trained practices*</u> *will be done within the school environments and institutions until MAR 31.*

12. *Example* <u>*lesson plans*</u> *and exemplary practices will be produced by the VET schools (ES, IT, SK) and pilot schools. Thıs will be produced in the original languages and English.*

13. *1-2* <u>*exemplary practice*</u> *(inclusive, multicultural environment) will be produced by each of the partners.*

14. *Module will be translated also into the Slovak language according to the recommendations of the Slovak NA.*

15. *Other digital tools will be shared among institutions for traınıng purposes – JAN 31.*

16. *Training content – PPTs, texts, videos will be shared with the Turkish partner until JUN 30.*

17. *Teacher trainings will be done continuously and implemented especially after publishing the digital platform – SEP 2022.*