

## **TRAINING AND COOPERATION ACTIVITY (TCA)**

### **Creative use of learning applications in school education (SE)**

**19 – 21 October 2022**

Dear participant,

You have been selected to attend the thematic seminar on **Creative use of learning applications in school education**, which takes place from 19 to 21 October 2022 in Luxembourg.

TCAs are an excellent proof of the benefits that arise from intercultural exchange and mutual enrichment – not only at the level of the Erasmus+ project holders, but also between future applicants. Facilitating the dialogue with and between participants from different European countries is most essential as their contributions will also have a positive effect on the quality and sustainability of the Erasmus+ programme.

We are convinced that the seminar will stimulate creativity and critical thinking amongst participants.

You will find attached all the information to prepare your stay and participation.

We are looking forward to meeting in Luxembourg!

## Luxembourg at a Glance

### Official name

Grand Duchy of Luxembourg

### Government

Constitutional monarchy under a system of parliamentary democracy  
Head of State: HRH Grand Duke Henri

### Population

645.397 (1<sup>st</sup> January 2022)

### Geography

Area: 2.586 km<sup>2</sup>  
Neighbouring countries: Belgium, France and Germany

### Languages

National language: Luxembourgish (*Lëtzebuergesch*)  
Administrative languages: French, German and Luxembourgish  
English widely spoken

### Capital and largest city

Luxembourg City

### Sights and Attractions

On 19 October 2022, we will offer a walking guided tour of [Luxembourg City](#) to all interested participants.

Although modest in size, Luxembourg also offers an amazing array of enchanting landscape diversity to discover outside the capital. We invite you to visit the [official tourism portal](#) for more information.

### Climate

The average temperature in Luxemburg City in October is 10°C. The weather is dryish and rainy from time to time. Please consider comfortable, warm clothes and shoes because the walking guided tour will take about 1.5 hours.

### Time zone

UTC+1 (CET)

### Currency

Euro (€)

### Calling code

+352

*\* Currently there are no COVID19 restrictions in Luxembourg, but check out the COVID regulations before travelling: [Visiting Luxembourg - Coronavirus - Official information - Luxembourg \(public.lu\)](#). Please note that quarantine costs are not covered by the Agency.*

## Venue and Accommodation

### Address

Novotel Luxembourg Centre  
35 Rue du Laboratoire, 1911 Luxembourg  
[www.novotel-centre-luxembourg.hotel-ds.com/en/](http://www.novotel-centre-luxembourg.hotel-ds.com/en/)

### Getting there

- **From the airport**

Take the bus line 29 located in front of the main entrance of the airport. Stop at the station “*Gare Centrale*” (Central train station). The hotel is approximately 900 metres from this station, which is approximately a 12 minute walk.

- **From the city centre**

Take the tram at the station “*Hamilius*” and stop at the station “*Gare Centrale*” (Central train station).

In Luxembourg public transportation can be used free-of-charge throughout the country for all modes of transport (train, bus, tram). Information on bus lines and timetables can be gathered from the Mobility Centre website: [www.mobiliteit.lu](http://www.mobiliteit.lu)

- **Arriving from the airport or train station by taxi**

There are several taxi companies in Luxembourg that will allow you to move from one point to another. To take a taxi, you will find specific parking places for taxis in front of the main entrance of both the airport and the city central train station. A taxi from the airport should cost around 25€, however each taxi is free to apply its own rates. Since we support green travel, we encourage you to use environmentally friendlier ways of transportation.

- **Arriving by car**

The car park “*Rocade*” is the closest one in the surroundings. The car park “*Fort Neipperg*” is approximately 500 metres from the hotel. Please note that parking fees will not be covered by the Luxembourgish National Agency.

### Accommodation Policy

The Luxembourgish National Agency has already booked your accommodation and will incur the costs of:

- a single room at the Novotel Luxembourg Centre for a maximum of 2 nights (19 - 21 October 2022);
- meals from Wednesday evening (19 October 2022) to Friday noon (21 October 2022).

Hotel check-in as of 19 October 2022 15:00 until 23:59 CET. Hotel check-out on 21 October 2022 until 12:00.

#### **Information for the participants who would like to arrive before or leave after the stated time at the Novotel Luxembourg Centre**

Please note that any additional hotel nights for stays beyond the specified seminar dates will be considered a personal expense. To book the extra night at our seminar venue, we kindly ask you to contact the hotel directly:

Anne-Sophie HEIM  
Events & Quality Manager  
+352 24 87 78 508  
[anne-sophie.heim@accor.com](mailto:anne-sophie.heim@accor.com)

In case you do not want to stay the extra night at this hotel, we recommend you to look for a suitable hotel on [Luxembourg's tourism portal](#).

## **Thematic Seminar**

### **Participant Policy**

Participants are required to attend the entire official programme beginning with the welcome dinner on Wednesday 19 October 2022 and concluding with a lunch on Friday 21 October 2022.

The participation in the cultural activity and the welcome dinner are highly recommended since it will be the perfect opportunity to get to know your European colleagues.

Please make sure to sign the attendance list on each day at our registration desk. All the relevant documentation will be available in a digital format on the TwinSpace of the eTwinning project related to the seminar, and on the Padlet.

Certificates of attendance will be available on the last day of the seminar at the registration desk.

### **Programme**

The central goal of the thematic seminar is to exchange on the use of learning applications that can support teaching, make new contacts and explore the potential for transnational collaboration through the Erasmus+ programme.

The final agenda and the names of the speakers will be provided a few days before the seminar.

## **Seminar Photo and Video Release**

Anefore will take photos of attendees and record videos throughout the seminar. These photos and videos are for Anefore use only and may appear on the Anefore website, newsletter, annual report, social media outlets, or other future Anefore promotional material. By virtue of your attendance, you agree to usage of your likeness in such media.

To ensure the privacy of individuals, images will not be identified using full names or personal identifying information without written approval from the photographed subject.

If you do not wish to have your image recorded for distribution, you should make your wishes known to the event organisers and the photographers on site.

## Programme

- **Wednesday 19 October 2022**

- From 15:00           Arrival of participants
- From 17:00           Cultural programme (optional) – Guided Tour in Luxembourg City
- From 19:00           Networking Dinner (optional)  
*Dinner at Novotel Centre Luxembourg*

- **Thursday 20 October 2022**

- 09:00 - 09:30       Registration of participants
- 09:30 - 09:50       Official welcome by the NA LU01
- 09:50 - 10:30       Presentation of the Media Compass for teachers in Luxembourg
- 10:30 - 10:45       Coffee Break
- 10:45 - 11:30       Presentation of a best-practice example
- 11:30 - 12:00       Presentation eTwinning Platform - functionalities
- 12:00 - 13:30       Lunch  
*Lunch at Novotel Centre Luxembourg*
- 13:30 - 15:30       Workshop Session: Evaluation
- 15:30 - 16:00       Coffee Break
- 16:00 - 18:00       Workshop Session : Flip
- 18:00 - 19:00       Free Time
- 19:00 - 21:30       Networking Dinner  
*Dinner in Luxembourg City*

- **Friday, 21 October 2022**

- 08:30 - 09:00       Registration of participants
- 09:00 - 11:00       Workshop Session: Through the Darkest of Times
- 11:00 - 11:15       Coffee Break
- 11:15 - 12:00       Marketplace for People and Projects: An Opportunity for Networking, Discussion and Consultation
- 12:00 - 12:30       Wrap-Up and presentation of eventual project ideas
- 12:45 -               Farewell Lunch (optional) & Departure  
*Lunch at Novotel Centre Luxembourg*

## **Contact Persons and Useful Phone Numbers**

### **Contact persons at the Luxembourgish National Agency**

Telephone reception - +352 247-85284 (from 9AM to 12AM and from 2PM to 5PM)

Joy Welbes - [joy.welbes@anefore.lu](mailto:joy.welbes@anefore.lu)

Tom Jungers - [tom.jungers@anefore.lu](mailto:tom.jungers@anefore.lu)

### **Emergency calls**

Police Grand-Ducale - Phone 113 - [www.police.lu](http://www.police.lu)

Medical and fire rescue - Phone 112

On-duty pharmacies - Phone 112 - [www.pharmacie.lu](http://www.pharmacie.lu)