

07.04.2021

## Documentation TCA “Boosting digital learning and blended mobility”, 24.02.-25.02.2021

<p><b>Summary of TCA outcomes</b></p>	<p>This seminar was a contact seminar with the primary objective to start school mobility and eTwinning projects in the new Erasmus+-Programme (2021-2027). The 48 participants from 13 countries started cooperating on 10 different project sketches.</p> <p>Preparation and methodological approach: In the end of November 2020, we decided the working plan for our team for the first half of the year 2021. In mid-December we were ready to call for applications in Germany and at the National Agencies for the first TCA mentioned above. After getting all applications we invited our 48 participants via e-mail. We only sent three e-mails before the seminar to not scare and load them with too much information and preparation-efforts. Find attached at page 3-10 our tech-materials.</p> <p>We asked for the following 3 preparation-steps:</p> <ol style="list-style-type: none"> <li>1. As we wanted to establish the use of eTwinning and offer the participants a protected room in accordance with the data security, we asked the participants to register and enter our TwinSpace (especially made for this TCA). In the TwinSpace we included pages with content about the seminar, eTwinning and Bonn. We requested the participants to post a profile of themselves so they could more easily get in touch with each other. Half of them did. Please see attached an extract of the TwinSpace at page 11-12.</li> <li>2. Aiming at thematic breakout sessions on day two we asked them to propose a topic or select a proposed topic on our padlet (2), the response was with 50% quite poor. We are still looking for a more efficient way to shorten this procedure.</li> <li>3. Furthermore, we asked them to download the Webex Meeting app. Two days before the seminar we offered two testing phases for webex, which were highly frequented.</li> </ol> <p>On seminar days we aimed at a mix of theory and praxis, please find our programme at page 13-15.</p> <p>For the preparing and organising procedure see the page 16 with the timetable.</p> <p>Our “core-Team” consists regularly three colleagues: two persons doing administrative work and tech support (preparing the seminar, answering technical questions, sharing presentations and polls, usually non-talking during the seminar, ...), plus one moderator who leads through the seminar and sets up the concept. Additional there are several presenters appearing, who were partly colleagues of us and luckily also watching the chat. We recommend for seminars this size about four people.</p> <p>The seminar went well, due to our diligent preparation we faced few minor technical problems. But there were many questions about the TwinSpace and eTwinning itself. During the seminar we sent the sphinx link and tried to answer all appearing questions about eTwinning, the Erasmus+ programme and realising project ideas. Attached you find the guiding questions for the breakout-sessions at pages 19-22. After the seminar we sent a “customer satisfaction” link (see below) and uploaded every presentation, the participant list and those certificates into the TwinSpace.</p>
<p><b>Types of outcomes</b></p>	<p>Seminar participants</p> <ul style="list-style-type: none"> <li>▪ acquired the know-how to apply for a school mobility project under Key action 1 in the new Erasmus+ programme</li> <li>▪ learned how to carry out a virtual project on the eTwinning platform and how to use collaborative tools for project cooperation (e.g. Flipgrid, Padlet, Webex)</li> </ul>

	<ul style="list-style-type: none"> <li>▪ were connected to teachers in other programme countries with similar interests who could be partners in future projects</li> <li>▪ learned from best practice projects in the field of digital education (Erasmus+ project “P.L.A.N.S” and eTwinning project “Podcasts”)</li> <li>▪ learned what makes a good quality project (concepts for learning mobility and blended mobility, thematic cooperation projects on the eTwinning-platform)</li> <li>▪ took first concrete steps towards applications for mobility projects and started working on thematic cooperation projects on the eTwinning-platform.</li> </ul>
<b>Explain your choice(s)</b>	See below tools and materials.
<b>Background materials</b>	Programme of the seminar days and other documentation you can find in the attached pdf / the addendum.
<b>Newly developed or revised tools, materials</b>	<p><b>eTwinning/TwinSpace</b> as lasting communication and cooperation platform. Before the seminar we asked the participants to post a profile of themselves so they could more easily get in touch. We filled the TwinSpace with the same materials as the padlet (1) and tried to show its perks to our participants. After the seminar we changed the member settings of the participants to “administrators” so they can use the existing TwinSpace for further networking purposes without us maintaining it.</p> <p>eTwinning is the perfect platform to prepare the participants. On the other side a TCA is the perfect occasion to establish eTwinning in a new group of European teachers! We recommend an eTwinning testing date (just as we did for Webex), because most of our participants did not have the time to get familiar with eTwinning and did not read our manuals before the seminar. So, they took part in our seminar and during this they realised they wanted to be part of the TwinSpace right now and we were occupied answering the same questions about eTwinning repeatedly. As a conclusion we think we could avoid this situation by offering a testing date.</p> <p><b>Padlet (1)</b> in style of “shelf” as a first introduction and like a website for our TCA. There we presented: who we are (NA, PAD), what this Seminar is about (programme, outcomes), technical support (manual, troubleshooting, general tech-tips), some networking starters (eTwinning – link to TwinSpace), asked for well-trying online tools and learning management systems. In the aftermath of the TCA we posted all presentations given by presenters during the seminar (in pdf without private data), see page 23.</p> <p><b>Padlet (2)</b> in style of “shelf” for an interrogation of preferred themes for our thematic groupwork breakout-session on day 2. We sent the link to the second padlet a few days before the seminar and asked our participants to post favoured topics so that we could create thematic breakout rooms. During the lunchbreak we sorted the names and the topics and founded sessions.</p> <p><b>Padlet (3)</b> in style of “map” underlining the width of the Erasmus+ programme by pinning all our participants school addresses.</p> <p><b>Mentimeter</b> a short energizer on the morning of the second day. Word cloud with everyone’s “Hello’s” in their mother tongues, see page 24.</p> <p><b>Webex</b> is our new conference tool since 2021. We chose Webex because of our bad experience with Adobe Connect (stability of internet and audio connection is a major argument) and because of MS Teams’ necessity of having an Exchange-Account or only using the web-based application. Participants can use Webex in desktop app or web app, we have recommended the former, because functions in browsers can be limited. Around 95% of our participants followed this recommendation and we only had about 2-3% technical problems over the two seminar days. Twice we had a problem with a MAC IOS user now, but we could solve this (problem: privacy setting on the MAC itself). Most of the time we could solve a problem by telling the participants to log out and come afresh back in again. But we are going to check the system administrator’s login to explore its functions further.</p>

	<p>Webex has a very individual setting of breakout rooms, which is easily useable. After trying out all the functions in many sessions before the seminar, we felt confident enough to perform. If you develop further questions to Webex we can answer them surely.</p> <p><b>Sphinx</b> we used for easily edited certificates of attendance.</p>
<b>Photos</b>	We did not ask for consent for photos, so we won't share any.
<b>Videos</b>	<p>We shared a best-practice video from a school who won a price: Stadtteilschule Horn mit dem "Song for Europa" (<a href="https://www.youtube.com/channel/UCmf9whpvrFKy_mDNHB6-hyA">https://www.youtube.com/channel/UCmf9whpvrFKy_mDNHB6-hyA</a>). It was well received.</p>
<b>Reports</b>	<p>After every Seminar (f2f and online) we ask our participants for "customer satisfaction" (ISO-Norm) with a questionnaire, I added the results here in this pdf see page 25. In general participants were very satisfied with: our organisation, the content, the materials and we met their expectations.</p> <p>As you can see, main observations concern the amount of time given to the participants to "talk" to each other: not enough! Compared to our f2f-seminars it is absolutely the same most mentioned "negative" experience. One voice wanted more framework for the longer Breakout-Session on the second day and a moderator in the rooms to help gain several aims.</p>
<b>Other</b>	



## Webex

### Tech-Tips before the seminar:

- The e-mail you received contains the link to the Webex session. You can join us through the Webex app or via browser. We recommend downloading the app, because the functions in the browsers are limited.
- If you already downloaded the Webex-app, you can proceed on seminar-day. There are several ways to enter:
  1. Open the app and enter your name for the meeting and your e-mail-address, with which you were invited by us. Skip the button "register" and enter as guest. (Please refer to our manual for further advice).
  2. Open our invitation e-mail and click on the green button or click on the meeting link. Then choose "open in app". Please continue as in nr.1.Please always enter as "guest" if you do not have a webex-licence.
- If you plan to download the app and need advice, check the manual for further advice.
- If you plan to enter via browser, click on the invitation link in our e-mail and choose: "enter via browser" and stop the downloading process, which will start. Please choose chrome or firefox and check if there are any updates for the browser available.
- Joining us with a small device such as a smartphone will work, but it's hard to spot the chat and all the functions. We recommend using a device in a comfortable size.
- Please log into the seminar with your first name and family name so that we can recognize you and correctly sort you into the breakout rooms.
- During the welcoming session please turn on your camera and microphone. We would like to get to know you!!!
- During the presentations please shut down your microphones.

### Tech-Tips during the Seminar:

- Please log in with the same device you used for the tech-check-date before.
- Please leave your camera on at the beginning of the meeting. We would like to see your friendly faces when we welcome you!
- During the presentations please shut down your microphones.
- If you have technical problems during the session, please contact us via chat in the meeting.
- If you face some technical problems during the breakout sessions, please log in again via the link to the main meeting room. Sometimes a restart solves the problem. In case that this shouldn't work please contact us. We will be happy to help you!

Please also consult our FAQs for troubleshooting.

***Thank you for your cooperation!***



## Webex

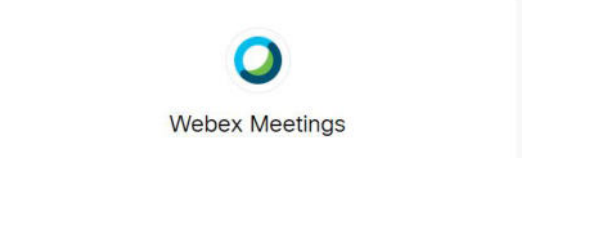
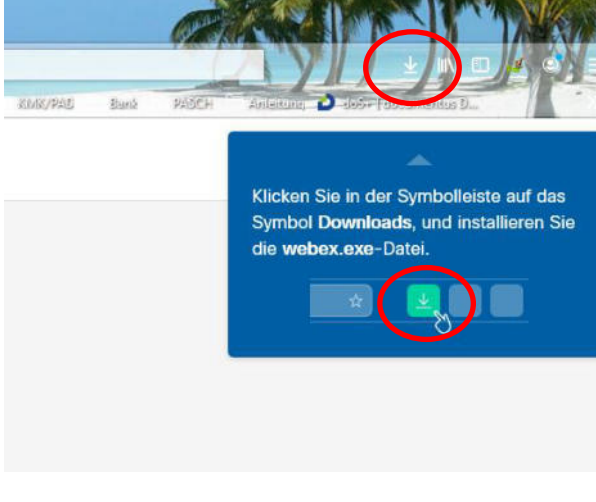
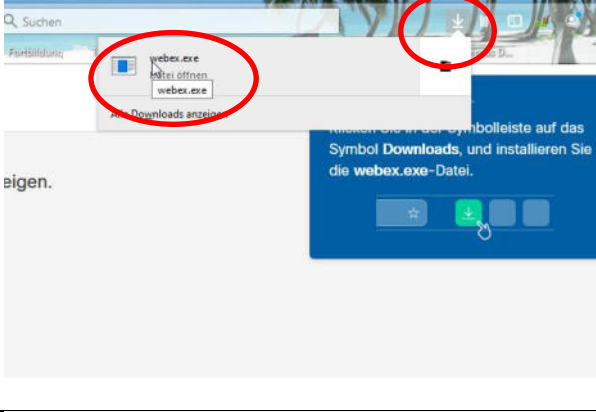
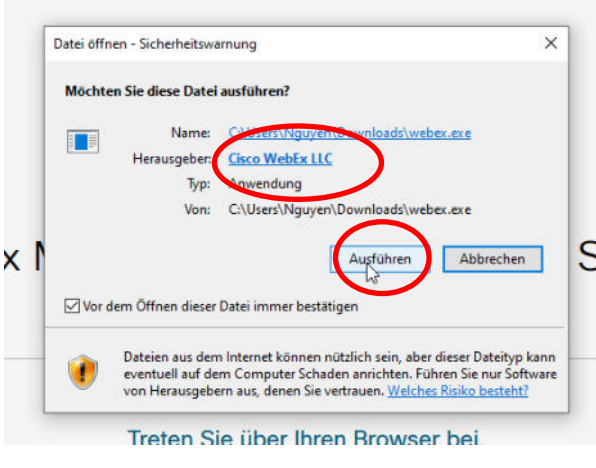
### FAQs for troubleshooting

1. "I can't hear anything."
  - a. Have you selected the correct audio devices? Please check in Webex under the symbol for the microphone, if the devices you're currently using are selected. Do the same with the audio-settings. Is the volume on your device activated? Are the headphones correctly plugged in?
2. "I can't see anything or anyone."
  - a. Maybe your internet is a bit slow, it might take some time, until your videos are available. Please wait a few more minutes.
  - b. Maybe you entered this meeting via a browser, which does not support your video-streaming. We would appreciate if you could change your browser or download the app. Functions in browsers can be limited.
3. "How do I mute/unmute myself?"
  - a. Do you see the symbol for the microphone in the bar below? Click on it to mute/unmute yourself. (Check out our Manual)
4. "It seems, nobody can see me."
  - a. Please check if the device you are using has a camera. Next please check if your camera is "on" if there is a button on it. Further please check the video-settings in Webex, maybe you need to select your current camera-device. If there is nothing happening, please check if you allowed Webex to stream your camera, by clicking in the bar below on the camera symbol. Last trial: Please enter your devices settings and check if your camera is known and paired.
  - b. Maybe you entered this meeting via a browser, which does not support your video-streaming. Maybe check the settings of your browser. We would appreciate if you could change your browser or download the app. Functions in browsers can be limited.
  - c. If you use MAC IOS: maybe your privacy settings prohibit that webex uses your camera.
5. "It seems, nobody can hear me."
  - a. Please check, if your device has a microphone. Next please check, if your microphone is "on", if there is a button on it. Further please check the microphone-settings in Webex, maybe you need to select this microphone. If there is nothing happening, please check if you allowed Webex to stream sound, by clicking in the bar below on the microphone symbol. Last trial: Please enter your devices settings and check if your headphone with the microphone is known and paired.
6. "I can't see the shared content / screen...."
  - a. Please wait a minute, maybe your internet is a bit slow. If still nothing happens, check your internet connection, maybe you can upgrade your game with a LAN-connection.
  - b. If nothing happens after a few minutes: Did you enter via app or browser? If browser: please change the browser or download the app. (see our manual)

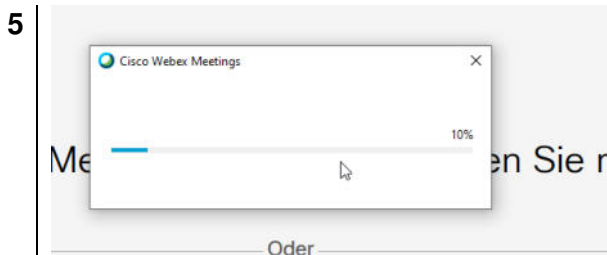
7. "How do I share my screen? Why can't I share my screen?"
  - a. During this seminar, we will not allow all participants to share screens. Thanks for your understanding.
8. "Why do I hear an echo?"
  - a. If you are not using headphones, there is a high probability, that your device and its open speakers and microphone in cooperation cause the echo. Please use headphones.
9. "I am using a device without a microphone. Can I still take part?"
  - a. No. This is a contact seminar, you are supposed to establish contacts. So please make sure you have a working microphone.
10. "I am using a device without a camera. Can I still take part?"
  - a. Yes. If your microphone is functional, we hope you can freely communicate with the other participants.
11. "Why is there a strange sound/noise when I speak?"
  - a. Do you use a headset with a microphone? Please check, if the Webex-audio-settings are correct: have you selected your headphone as audio and microphone device? Maybe the settings are using your notebooks/screens/... microphone and not the one, you want to use. Therefore, the strange noises might be caused by the computer ventilators etc.
12. "Why do people look annoyed and irritated, when I stir my coffee, eat an apple, sneeze, type on my keyboard, ...?"
  - a. It might be that your microphone is not muted. This background noise you make is really disturbing. Please mute yourself when you do not intend to speak.

## Webex

### Manual: How to download the app and start a meeting.

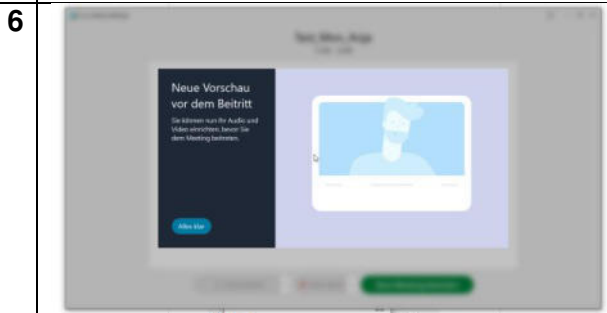
Steps		Description for Windows systems
1		<p>To download the app go to <a href="https://www.webex.com/de/downloads.html">https://www.webex.com/de/downloads.html</a></p> <p>Or click on our invitation link.</p>
2		<p>Select the "Webex Meeting App".</p> <p>Follow the instructions your computer gives you: Click on the symbol shown in the picture on the left.</p> <p>Your device might lead you directly to Step 4.</p>
3		<p>Install "webex.exe" and give it a little time.</p>
4		<p>If your programme asks you, if Cisco Webex may "be installed", agree to that.</p>





Give it a little time. Pour yourself a cup of tea!

The app will open after the download. If not, please open the app.



After that, you need to confirm your e-mail-address and the programme will probably connect you directly with the meeting. Maybe the programme offers you a short trial, choose your options. Have a look around. You did it!

## Manual:

### Enter the meeting with the app

Steps	Description
	<p>You can enter webex meetings in several ways: either click in our invitation e-mail on the green button and then choose app, or click in our invitation e-mail on the link and then choose app, or open the app directly and follow the following steps.</p>
<p>1</p>	<p>Open Webex-app and have a look around. Enter the e-mail address, with which you were invited and above that your name for the meeting. You can do this by clicking on the pen. If you do not have a webex licence, you can skip the step "register/enter" (here german: Anmelden).</p>
<p>2</p>	<p>Under the above-mentioned field, you'll find a field to enter the meeting: enter the information from our e-mail: meeting number and password/code.</p>



3

### Meeting beitreten

Weitere Methoden zum Beitreten:

Über den Meeting-Link beitreten

<https://kmksekretariat.my.webex.com/kmksekretariat.my/j.php?MTID=m3a0dafbb42c9bd8988c924b3>

Mit Meeting-Kennnummer beitreten

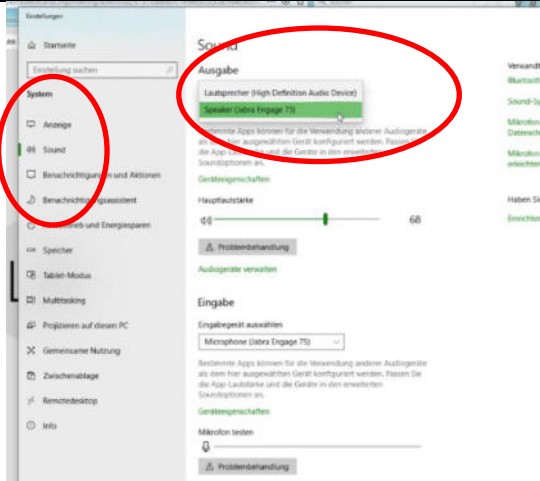
Meeting-Kennnummer (Zugriffscode): 175 529 9761

Meeting Passwort: Schlaue (724528 über Telefon- und Videosysteme)

You'll find the information under the green button in our e-mail.

(Please note: the numbers in this picture are only examples.)

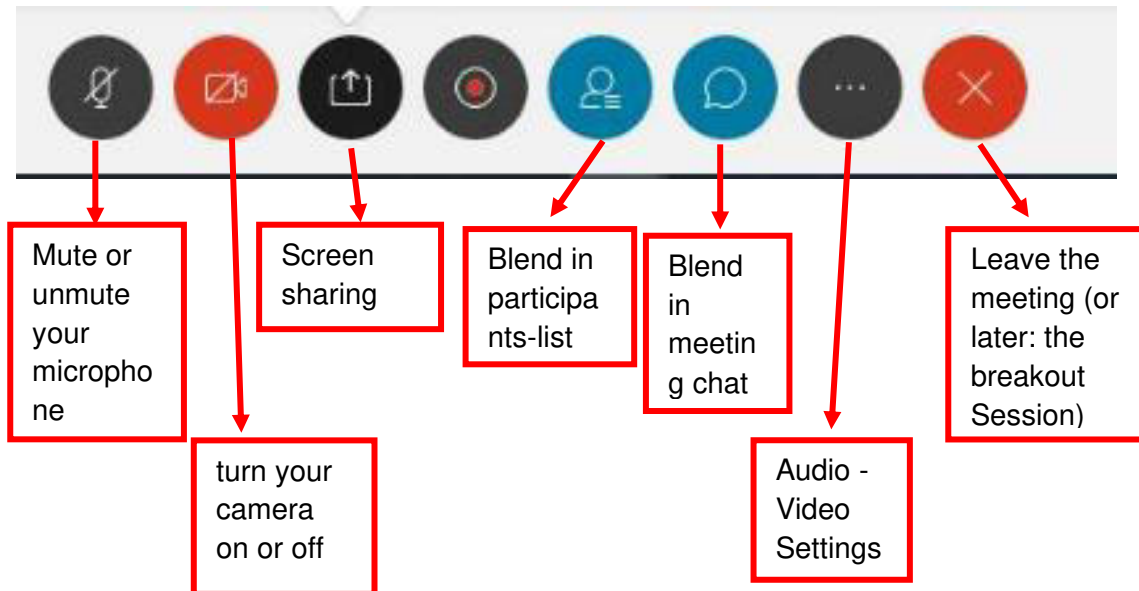
4



Maybe you need to change the sound settings on your computer (Windows: options\_sound). Choose the technical devices used for sound and microphone. Maybe you'll have to confirm this in Webex-meeting itself again.

## The symbol-bar (browser)

Those are the symbols you will find in webex browser meeting. There are slightly differently sorted in app and browser.





**TCA "Boosting digital learning and blended mobility"**  
08.01.2021

This is the project and TwinSpace for our TCA "Boosting digital learning and blended mobility". Here you can find information, materials and new project partners. Do not hesitate to reach out to us! Be welcome!

## The TwinSpace "Boosting digital learning and blended mobility"

### 1. Section

#### HOME:

#### Posts with greeting and information

**Anja Höhn**  
Welcome dear participants!

In this surrounding you can find informations for our TCA from 24. and 25. February.

eWinning is a great tool for building up a network amongst people. In this projects Twin Space you can work, chat or swap informations.

Feel free to explore its use. The Twin Space will be preserved even after the seminar, to give you a networking chance on the long run.

Please feel free to interact with each other, especially on "Pages" and "Forum".

At "Materials" you'll find Tech Tips (for Webex) and the programme for the seminar days.

If nothing works out: Our expert in this surrounding is Ulrich Heedt, you can find his contact information in the section "Members". But of course, the eWinning helpdesk is also always there for you!

Greetings  
Anja Höhn

Like • Comments • Edit • Delete • Pin 14:33 12.01.2021

★ 2 🗨️ 0

**Anja Höhn**  
Dear participants,

maybe you ask yourself: who is everyone?

Make a post in the section "Pages" at "Who are you?" and present yourself, your school and maybe even an early project idea.

If you introduce yourself, others will find it easier to find a connecting point with you. Maybe someone already posted something in the PAOLET? Have a look.

Best wishes  
Anja

Like • Comments • Edit • Delete • Pin 16:57 01.02.2021

★ 2 🗨️ 0

**Anja Höhn**  
Dear Participants,

our TCA is finally coming closer.

This is the link for our testing phase on Monday and Tuesday:  
<https://kmssekretariat.my-webex.com/kmssekretariat.my-en/j.php?MTID=m5e3639669663a3c996fc44cd40152978>  
Meeting number: 181 093 0206  
Password: ppHPBYA275

This is the link for our TCA days on Wednesday and Thursday:  
<https://kmssekretariat.my-webex.com/kmssekretariat.my-en/j.php?MTID=me8dcbb5ede5bdab46938bbe3e085bf0>  
Meeting number: 181 926 0904  
Password: JDIKGWxH892

Best wishes  
Anja

Like • Comments • Edit • Delete • Pin 13:56 19.02.2021

**Anja Höhn**  
Dear Participants,

we are delighted about your appearance in our TCA in the last two days. We felt the good atmosphere and newly found motivation made by you!

As we mentioned before, this TwinSpace will last on after the seminar. In the section "Materials" you will find the TCA\_Presentation folder. As Mrs. Löwe-López presentation is in a tool, this is the link:  
<https://view.genial.ly/6010fa2126279b0cfe318355/horizontal-infographic-review-planserasmus-project-2019-2021>

If I forgot anything, please let me know!

Best wishes for now!  
Anja

Like • Comments • Edit • Delete • Pin 15:49 26.02.2021

★ 1 🗨️ 0

### 2. Section

#### PAGES:

#### Where are you? Check out the map

I tried to pin your origins on the padlet map. Please click on the [Link](#) or the picture and discover the range we achieve with Erasmus+!



Is your location wrong? Please correct it by clicking on your pink pin and choose the little three dots in the right corner! Choose the option: change location.



### TCA "Boosting digital learning and blended mobility"

08.01.2021

This is the project and TwinSpace for our TCA "Boosting digital learning and blended mobility". Here you can find information, materials and new project partners. Do not hesitate to reach out to us! Be welcome!

## Pages

### > Who are you?

How to plan and create an eTwinning-Project?

Where are you? Check out the map

↳ We wanted you to meet in Bonn



Archive

Create a page

## Who are you?

WELCOME!

We are going to use this Twin Board as a pinboard for introductions.

Necessary steps:

- Click on "add item" under the headline "Who are you". Your introduction will have its own post next to mine below.
- fill in the field that pops open. We all love to see pictures, please add some! You can only post a picture if you uploaded them into the folder "pictures" in the section "materials" up on the page.
- We are interested in your profile: where are you from, where is your school located, what are your aims and goals, what are you looking for in this seminar, what kind of food do you prefer,...
- If you are happy with your post, check the view with "preview" or directly confirm with "submit".
- Maybe you already are a pro in eTwinning and have experience working here: we are happy so see some of that "add a TwinBoard to this page".

Thank you for your cooperation!

## Who are you?

[Add item](#)



### Hello everyone!

My name is Vilma. I live in Alytus, it's a not big town in the south of Lithuania. I am a teacher of English and I have been teaching English as a foreign

## Erasmus+ Online contact seminar (TCA) – 24 and 25 February 2021

### Boosting Digital Learning and Blended Mobility

#### PROGRAMME (as of 10<sup>th</sup> of February 2021)

#### Activities before the seminar

Participants with the assistance of the NAs /NSO eTwinning:
<ul style="list-style-type: none"> <li>• Register with eTwinning and visit the Twinspace for the seminar</li> <li>• Pin their personal profile on the Twinboard “Who are you?”</li> </ul>
<ul style="list-style-type: none"> <li>• Participants look out for possible project partners in the Twinspace for the meetings in breakout rooms</li> <li>• Participants fill in the padlet to prepare for the breakout-sessions on day 2</li> </ul>

#### Wednesday, 24 February 2021

3:20 p.m.	<i>Meeting room open</i>
3:30 p.m.	<b>Welcome – Introduction into the seminar</b> <i>Monika Held</i> and <i>Anja Höhn</i> , National Agency (NA) for Erasmus+ School Education
3:40 p.m.	<b>The European perspective: Digital action plan and long-term TCA on Digital learning</b> <i>Katalin Garai</i> , SALTO Education and Training, Hungary
3:50 p.m.	<b>Breakout sessions:</b> <ul style="list-style-type: none"> <li>▪ get to know colleagues from other countries</li> <li>▪ exchange experiences across borders about digital learning and teaching</li> </ul>
4:05 p.m.	<b>Erasmus+ from 2021 onwards: Activities and funding opportunities for schools</b> (focus on Key action 1: pupil mobility and teacher training) <i>Sabine Lioy</i> , NA for Erasmus+ School Education Q&A
4:50 p.m.	<b>Break</b>
5 p.m.	<b>Introduction into the School Education Gateway and the eTwinning platform</b> <i>Ulrich Heedt</i> , NA for Erasmus+ School Education, NSS eTwinning Q&A
5:30 p.m.	<b>Breakout sessions:</b> <ul style="list-style-type: none"> <li>▪ get to know colleagues from other countries</li> <li>▪ exchange experiences across borders about digital learning and teaching</li> </ul>
5:50 p.m.	<b>Joint session: Wrap-up of the first meeting day</b>
6:00 p.m.	<i>End of meeting day 1</i>

## Thursday, 25 February 2021

9:00 a.m.	<i>Meeting room open</i>
9:10 a.m.	<b>Welcome to the second meeting day</b>
9:15 a.m.	<b>Presentations of Erasmus+ Best Practice projects: PLANS</b> <i>Estrella Löwe-López</i> , Europagymnasium Kerpen, Germany Q&A
10:30 a.m.	<i>Break</i>
10:45 a.m.	<b>Workshop on Erasmus+ eTwinning:</b> Collaboration opportunities offered by the eTwinning platform / digital tools for project cooperation / exemplary projects <i>Rebecca Radant</i> , Gymnasium Sanitz, Germany
12:00 a.m.	<b>Lunch break</b>
1:30 p.m.	<b>First steps towards an Erasmus+- project:</b> <ul style="list-style-type: none"> <li>▪ How to apply and prepare for a school mobility project under Erasmus+ Key action 1 <i>Sabine Lioy</i>, NA for Erasmus+ School Education Q&amp;A</li> <li>▪ How to start a project on the eTwinning platform <i>Ulrich Heedt</i>, NA for Erasmus+ School Education, NSS eTwinning Q&amp;A</li> </ul>
2:30 p.m.	<b>Break</b>
2:45 p.m.	<b>Breakout sessions:</b> Discussions with potential partners about future cooperation activities / Preparation of projects
3:45 p.m.	<b>Joint session: Sharing of results, next steps forward</b>
4:00 p.m.	<i>End of seminar</i>

## INFORMATION

The online seminar is a Transnational Cooperation Activity among National Agencies (TCA) under the Erasmus+ Programme. It is organized by the German National Agency for Erasmus+ school education (NA-PAD).

- Target Groups:** Teachers / head teachers from all Erasmus+ programme countries (general education, secondary level, pupils age from 10 years onwards) Participants should be motivated to apply for (or cooperate on) an Erasmus+-project in 2021.
- Seminar objectives:** The seminar is a contact seminar with the objective to start school mobility and eTwinning projects in the next Erasmus+-Programme (2021-2027).
- Seminar participants
- will acquire the know-how to apply for a school mobility project under Key action 1 in the new Erasmus+ programme
  - will learn how to carry out a virtual project on the eTwinning platform
  - will be connected to teachers in other programme countries with similar interests who could be partners in future projects
  - will learn from best practice projects in the field of digital education
  - will understand what makes a good quality project (concepts for learning mobility and blended mobility, thematic cooperation projects on the eTwinning-platform)
- Seminar language:** English
- Technical requirements:** We kindly request our participants to download the required communication tool before the meeting and to use a camera and a headset with a microphone.
- Certificate of attendance:** All participants will receive a Certificate of attendance for this training after the seminar.
- Contact:** *Anja Höhn*, National Agency (NA) for Erasmus+ School Education  
[anja.hoehn@kmk.org](mailto:anja.hoehn@kmk.org)



## TCA “Boosting digital learning and blended mobility” 24<sup>th</sup> and 25<sup>th</sup> February 2021 (online)



Steps	Status Quo
Designing the concept, style and size of this TCA (Places, Dates, content)	<input checked="" type="checkbox"/> Done in early December 2020
Designing a preliminary programme	<input checked="" type="checkbox"/> Done in early December
Designing and Sending the call on SALTO, Teams, DE03-NA-Newsletter and via e-Mail.	<input checked="" type="checkbox"/> Done mid. December
Working on the programme	<input type="checkbox"/> in process, preliminary programmes published
Another article published in our Newsletter	<input checked="" type="checkbox"/> in mid. January 2021
Testing tools: Wonderme, Webex, Miro, MetroRetro, ...	<input type="checkbox"/> in process
Contacting best-practice projects and filling the programme with people and content.	<input checked="" type="checkbox"/> started mid. January, arrangements in process
Confirmed booked places by the NAs	<input checked="" type="checkbox"/> Done 8 <sup>th</sup> January
Initiating an eTwinning Project for this TCA, planning on using the TwinSpace for networking purposes.	<input checked="" type="checkbox"/> Done mid. January
Fill the TwinSpace with interesting facts and things about the participants and their schools and countries	<input type="checkbox"/> in process, planned to be finished, when participants are selected
Decision for tools: Webex. Designing a tech-tips document for the participants (how to, first steps, troubleshooting sentences.)	<input checked="" type="checkbox"/> in process
Selection of participants.	<input checked="" type="checkbox"/> After Deadline (31 <sup>th</sup> January)
First information for participants	<input type="checkbox"/> early February
Sending contracts to presenters	<input type="checkbox"/> early February
Sending a package to participants, strengthen the network (dismissed this time)	<input checked="" type="checkbox"/> mid. February
Test-Meeting with presenters, for they feel safe in the communication tool	<input type="checkbox"/> mid. February
Offering a Test-Meeting for participants	<input type="checkbox"/> on week before the date of the TCA
Final “role allocation” for the date: who is doing tech-support, who is going to do the moderation, the technical moderation, ...	<input type="checkbox"/> on week before the date of the TCA
Sending information to participants (Link to Meeting, Informations in TwinSpace, ...)	<input type="checkbox"/> close to the date
Uploading every material in the TwinSpace	<input type="checkbox"/> after the seminar
Asking for feedback	<input type="checkbox"/> after the seminar



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## Webiquette

- Please, turn off your microphone, if you do not speak 
- Raise your hand, if you want to speak  then turn on your microphone 
- If you have technical problems during the seminar, please write in the chat box or an email to [Anja.hoehn@kmk.org](mailto:Anja.hoehn@kmk.org) or call +49 228 501 370 
- We would love to see you  , but if your internet connection is too slow, turn off the  camera and keep on following our seminar!

Thank you!





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## **Breakout sessions I: (10 minutes)**

Circular presentation: up to 30 seconds to present yourself:

Mention name, teaching subjects, your interest in the seminar.

How do you cope with the pandemic in your schools?

Exchange experiences about digital learning, the learning environment in your schools, your experience with home schooling.

What are the biggest challenges that you face as a teacher?



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## **Breakout sessions II (15 minutes)**

Circular presentation: up 30 seconds to present yourself: Mention name, teaching subjects, type of your school.

Now that you have heard about the chances of the new programme, funding opportunities and the eTwinning platform:

Exchange your thoughts:

- What attracts you most?
- What do you think will be feasible in your school?
- Where do you see barriers or problems to start a project?



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## **Breakout sessions III (60 minutes)**

### **Circular presentation**

- Up to 60 seconds to present yourself: Mention name, teaching subjects, type of your school, age of your students.

### **Steps to start a virtual project on the eTwinning platform**

- Exchange and develop more concrete project ideas
- Find a project title, define the objective, the age group(s) of pupils
- Develop the steps toward your project and distribute roles: who creates the project on the eTwinning platform?
- What would be the timeline and duration of the project?



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## **Breakout sessions III (60 minutes)**

### **Funded mobility projects: How could the virtual cooperation lead to face to face mobility?**

- Would you like to apply for a Short- term mobility project under key action 1? Is there a partner school in the group that you would like to visit with pupils?
- Would you like to receive students from another school?
- Would you be interested in sending or receiving teachers for a job-shadowing / a teaching assignment?



# Testing digital learning and blended mobility


**Technical issues**

**Webex Links:**  
 The Link for our two Testphase on Monday and Tuesday from 4:00 - 5:00 p.m. CET: <https://kmsksetretariat.mywebex.com/jbhp?MTD=ms5a3639668663a3c998fc44c4d052978>  
 The Link for our TCA seminar on Wednesday and Thursday: <https://kmsksetretariat.mywebex.com/jbhp?MTD=me8dcb5e45b0bb469388be3e085b60>

**Outcomes**


**Let's see, what we wish you to gain...**  
 - we wish you had a good inspiring time during our seminar,  
 - we hope you gained some motivation and ideas.  
 - we hope you made some new contacts.  
 - we hope you discovered, you are not the first and only one to face these troubles and (im)possibilities. You are not alone.  
 - we wish you can make good use of your new knowledge,  
 - we hope you feel prepared for further "homeschooling" and digital education.

**Networking purposes**

**Link to our Twin Space:**  
  
 TwinSpace  
 This is the project and TwinSpace for our...  
 ☆ RATE  
 Add comment

**Tools and kits for online cooperations**

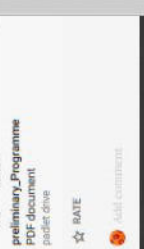
**Please add with the plus symbol below some digital tools you used and thought helpful.**  
 ☆ RATE  
 Add comment

**I'll start: Metro Retro, one of those huge interactive Whiteboards for online mindmapping and further cooperation.**  
  
 ☆ RATE  
 1 comment  
 Anonymous 28d  
<https://classroomscreen.com/metroretro>  
 Add comment

**Outcomes**

**Tell me: how did it work out?**  
 Comment below or add a new post with the plus symbol.  
 ☆ RATE  
 Add comment

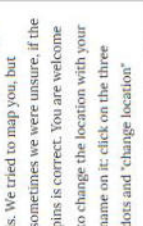
**Programme 24. and 25. February**

**Preliminary Programme of the seminar**  
  
 ☆ RATE  
 Add comment

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**Networking purposes**

**Map of participants**  
 We are curious were your origin is. We tried to map you, but sometimes we were unsure, if the pins is correct. You are welcome to change the location with your name on it: click on the three dots and "change location"  
  
 ☆ RATE  
 2 comments  
 Anonymous 17d  
 Hello, Anja Höhn. Can you change my school name? It will be Vilnius vocational training centre of technologies, Kaverijų str. 159, Vilnius, Lithuania :)  
 Anja Höhn 15d  
 Dear anonymous, please change it yourself :) you can delete your wrong pin and add a new one with the plus symbol. Thank you!

**Programme 24. and 25. February**


**Meet ULRICH HEEDT our NSS presenter for eTwinning and the School Education Gateway.**  
 Contact him on eTwinning  
  
 ☆ RATE  
 Add comment

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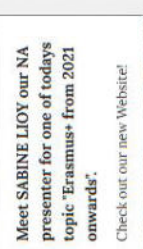
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**Programme 24. and 25. February**


**Meet SABINE LLOY our NA presenter for one of todays topic "Erasmus+ from 2021 onwards".**  
 Check out our new Website!  
  
 ☆ RATE  
 1 comment  
 Anonymous 14d  
 Points 5 and 6 definitely made my

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Date	Seminar	Datum	Organisation	Content has been presented clear and descriptive	The presented and given materials were helpful	the seminar met my expectations	Further Feedback and how did you enter the meeting	How did you find this seminar
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	2	2		
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		2	2	2	Next time please give us more time for discussion together (break-up-sessions)!	I got an email.
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	2	2	More time for short Breakout sessions and maybe 2 longer breakout sessions.	Mail of my headmaster
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	1	1	Many thanks for a very stimulating and inspiring meeting with amazing people.	Erasmus plus NA website
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		6	6	6	Unfortunately I had not been able to register to eTwinning before the seminar and although I did it on the day of it began, I was not allowed to log in, so I could not follow the presentation about this useful website properly.	I was notified by the Hungary NA
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	28-Feb-21		1	2	2	Thank you!	Facebook
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	01-Mrz-21		2	3	3	Google translator: I probably thought that the seminar would have more information, tips and examples of how our consortium that has an existing KA1 / KA2 project running could implement student / staff mobilities and LTT activities digitally. eTwinning can be a way, which we use within KA2. I was looking for digital variants for virtual APL and job shadowing.	Via utbyten.se/kontaktseminar
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	1	1		eTwinning newsletter
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	1	1	joined through the Browser	my NA in Hungary shared the
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	1	1	the seminar has been organised extraordinary. the technic worked fine, I downloaded the App. Many thanks for all those information. They were presented really well, questions were well-met. The Breakout Session were perfekt ideas. You cannot talk to all your colleagues but you can get in touch with a view. I already mentioned the seminar laudatory to my colleague. Thank you very much!	forwarded e-mail
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	1	1	The best possible in an online setting - I would have liked to speak to more project partners	Veranstaltungen Erasmus Inte
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	1	1	This was a great, well-organized seminar with a friendly and efficient moderator. You chose the speakers so well to share their practical experience!! Wow :-) Thank you so much.	via our National Agency
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	01-Mrz-21		1	1	1	The online seminar was well - organized. In my opinion face-to-face meetings in the breakout rooms could have been longer. I wanted to communicate with my colleagues from other countries for a longer time.	I noticed the advertisement o
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	3	3	I am really impressed. I searched very long for a seminar like this. Unfortunately I am a bit overwhelmed and have many questions. But I will try to find my way, i gained a lot of motivation thanks to the seminar and great colleagues. Thank you for organising this superb meeting and thanks for the warm team! :-) PS: I used Webex app and had no problems.	forwarded e-mail
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	2	2	I used the browser to participate.	I saw it on the NA's website
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	2	2		Newsletter
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	01-Mrz-21		1	1	1	It contained too little time to talk to the other participants. In the end of day 2 we got almost an hour, but things were delayed and quite few had to leave at 16, the time that was said from start. It would have been good to get an hour both days, in the middle of the day. Also that time could have been more structured. For exampel you could have made someone the leader of the breakout rooms, getting the assaignment to make sure everyone keep the time when talking. It's common someone takes over, and as we don't know each other you don't want to interrupt each other. Also if would have been good to have the subjects to discuss in the breakout rooms, for example, tell the group leader to take a photo of it. Overall very good, and very interesting. But hard to start a project or even to just exchange ideas when there was so little time for discussions.	Through a colleague that has
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	27-Feb-21		1	2	2	It was a pleasure!	Internetseite kmk-pad.org, V
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	1	1	I attended the seminar via app.	I saw it on the web page of
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	01-Mrz-21		1	1	1		From the national ERASMUS br
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	26-Feb-21		1	1	1	GOOD LUCK. YOU are wonderful team:). Have a good projects.	Nacional agency, Etwinning s
24-Feb-21	TCA Boosting Digital Learning and Blended Mobility	28-Feb-21		1	1	1	It was all great, thank you for everything	A friend sent me a notice from