

## TCA E&T officers' meeting follow-up event

The main aims of the meeting were to support TCA officers in sharing existing practice with each other on managing Transnational Cooperation Activities in the changed situation and also to update the network members with useful information, providing them with the opportunity for further planning the TCAs in the 2021/22 NA Work Programme. Online TCAs have been in the focus – due to the prevailing epidemic situation – both for the TCAs planned in the previous years' work programmes and for WP2021.



### DAY 1.

**23 September 2020, Wednesday** - 09:30-15:00 (CEST)

#### 09.30 OPENING

Introduction of the FRAMES and the CONTENT of the program by Vanda Kovács, facilitator.

[Presentation can be read here.](#)

**09.45 WELCOMING WORDS** - Mr. István Verses, head of Erasmus+ department, Tempus Public Foundation

*"What can this follow-up event do to support the work of National Agencies and directors? What do directors expect from TCA officers? (...) They want very specific proposals and valuable ideas."*

The [presentation](#) and the Zoom recording of Mr. István Verses can be reached in SALTO platform documentary (access path: [https://salto-et.net/publisher/page/platform\\_documentary](https://salto-et.net/publisher/page/platform_documentary) → Useful documents → 2020 TCA officers' meeting follow-up event → Recordings of meeting presentations.

#### 10.00 GUESS WHAT? PART 1.

[Get to know](#) each other by creating an online quiz together.

The aims of the activity were to:

- break the ice
- give a group challenge
- support informal connections among participants (as a key aspect of future co-operations)

## 10.15 BURNING ISSUES: DISCUSSIONS ABOUT ACTUALITIES

Attunement to the key themes of the event through getting to know the different NAs' strategy for coping with the pandemic.

The randomly selected seven working groups were sharing their realities based on the following questions:

- ***What happened in your NA concerning TCAs since the last TCA officers' meeting?***
- ***How can your NA cope with the present situation?***
- ***What strategy do you have for delayed TCAs?***

The insights of the break-out room discussions [can be found here.](#)

The screenshot shows a Miro board titled "Group discussion" with a subtitle "Please consider the following questions and if you think to share it with others, please take notes in the boxes according to your group's breakout number." The board is divided into eight columns: "Questions to discuss" and seven groups (Group1 to Group7). Each group column contains three questions and their corresponding answers.

**Questions to discuss:**

- Question1:** Catching up: What happened in your NA concerning TCAs since the last TCA officers' meeting?
- Question2:** How can your NA cope with the present situation?
- Question3:** What strategy do you have for delayed TCAs?

**Group1:**

- Question1:** IED1 - In the process of implementing 3 Online TCA Activities. Face to Face TCA Meetings not happening until 2021. Difficult to map out activities due to uncertainty.
- Question2:** - wait and see; planning virtual or blended trainings. - many TCAs were postponed (even for a whole year) or cancelled - develop digital formats - would need more training on how to deal with online TCAs
- Question3:** blended approach: online preparation and try to have face-to-face meetings, contact seminars - small scale projects - e-twinning is a good platform for partners in education (also for communication, engagement) - develop modules for trainings not just realise one TCA

**Group2:**

- Question1:** - all: summer 21 pandemic ongoing - focus on skills to organise online TCA seminar (DE) - TCA going online module course and in house training
- Question2:** - TCA on hold for now; working KA2 (for TCA officers that worked only TCA full time) - other TCA officer not working it full time just do other things for now
- Question3:** FI - co-hosting TCA transferred online, other are cancelled or postponed, until the end of 2020 - for the future ones no plan yet EEO1 - TCA planned f2f contact seminar was postponed and planned as thematic seminar and eventually cancelled (not enough resources for online TCA) LT - no TCAs planned DE - postponed to 2021, hoping to do it as live event, but preparing for online version; business come hybrid

**Group3:**

- Question1:** RD1 - managed to organise online TCAs only, big events as cross sectoral DE01 - come to an arrangement with the location for a hybrid event and have back up of making it a completely virtual event. Think that hybrid events should be retained after corona. RS (Serbian NA) - only online but still organised these CZ01 - had to postpone one of the TCAs to spring next year and one TCA held online, managed to arrange a national EuroApprentices meeting which was incredibly positive. DK01 - not delivering anything, either digital or live, some school and AE have gone digital UK01 - postponed large cross sector conference to 2021, held online sessions for most TCAs with varying success. Lower numbers and drop-outs, young people/learners not interested in more online learning/training. Exploring options and use of external orgs to support with making engaging online activities such as for thematic seminars.
- Question2:** TCA on hold for now; working KA2 (for TCA officers that worked only TCA full time) - other TCA officer not working it full time just do other things for now
- Question3:** FI - co-hosting TCA transferred online, other are cancelled or postponed, until the end of 2020 - for the future ones no plan yet EEO1 - TCA planned f2f contact seminar was postponed and planned as thematic seminar and eventually cancelled (not enough resources for online TCA) LT - no TCAs planned DE - postponed to 2021, hoping to do it as live event, but preparing for online version; business come hybrid

**Group4:**

- Question1:** SD01 TCAs were postponed. Some sending activity is going on to Germany to hybrid TCA. BE01 sending pax to the German hybrid TCAs to Irish online TCAs CZ01 sending pax to the online TCA; sending to Germany but mostly online participation
- Question2:** BE01 Trying to gain experience in online events planning is dependent on the rules on the new Programme CZ01 planning TCA for 2021 (postponed study visit in VET, TCA in HE); looking for providers who help with the online event organization
- Question3:**

**Group5:**

- Question1:** Hardly a few online TCAs, participants are not so keen in Sweden. Iceland pretty much the same. According to Belgium, TCAs a big part of E+, at the moment contact seminars have been cancelled. Virtual contact seminar does not seem to work. In DE there are 16 different different regulations for schools in 16 different ways. All of us hope for successful Online TCAs, but we have to learn first.
- Question2:** Looking forward to TCAs going online. Preparatory visits are easier at the present time (less people). NA works with each DE administration - it takes time. Need competence in online tools for organizing online events. Use the budget for online TCAs which is expensive as it is difficult to bring back KA2 projects from the reserve list.
- Question3:**

**Group6:**

- Question1:** DK01: Not much has happened, we've postponed our TCA. Most of the sending activities have been cancelled or postponed. It's in general difficult to plan anything due to the uncertain future.
- Question2:** The future might be that we have to do more either virtual or blended mobility. We have to share best practices regarding TCAs in the difficult period.
- Question3:** Due to the corona virus we have to do blended or virtual TCAs. That's at least for the next 6 months. The future is very difficult.

**Group7:**

- Question1:** DE: not much has happened cancelled all TCAs. Should be events now but cancel. Sending is still unsure. Dec against online activities, as thematic activities (longer front of your laptop - thing lost). Contact seminar and term activities more feasible BE DE: same Denmark: still sending activity youth sector activities. Onli activities preferred ES01: have to adapt since i long term thing Serbia: postponed, cancel travel restrictions HU01: Online TCA in Never excited to start it. First exp lots of applicants. CV01: cancelled TCA, do is participants to TCAs. Think about transforming into an event, but still not confident enough.
- Question2:**
- Question3:**

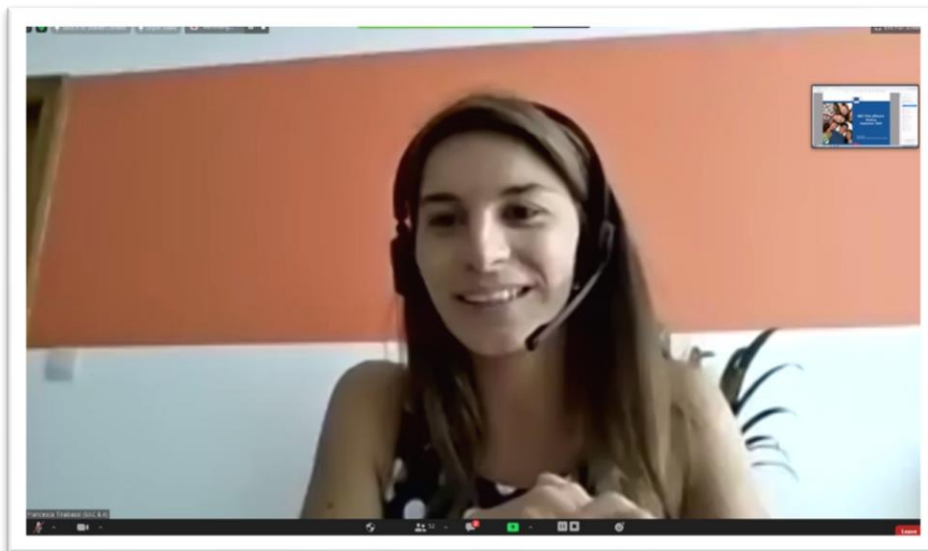
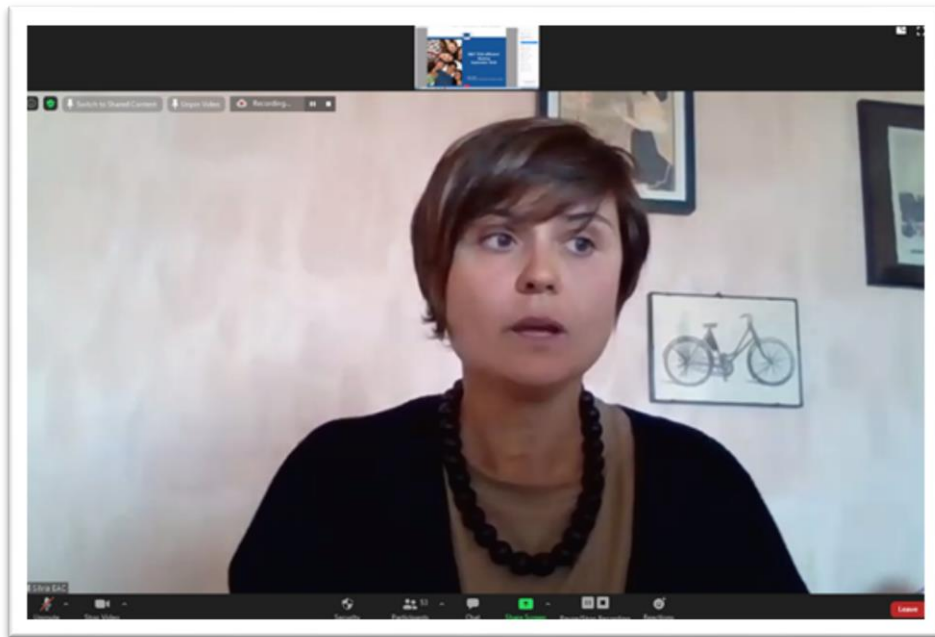
## 10.45 THE FUTURE OF TCA PROGRAMME

Silvia Calbi, Francesca Tirabassi, EC - Representatives- DG EAC, Unit B.4 Erasmus+ Coordination

Informational input from the European Commission about the new directions of the programme.

The [presentation](#) and the Zoom recording from the European Commission can be reached in SALTO platform documentary.

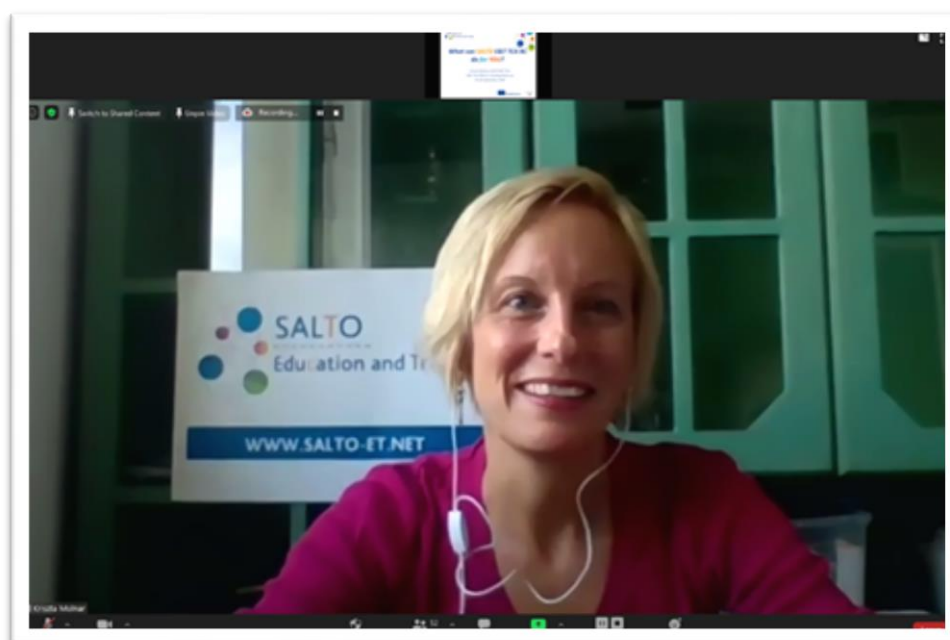
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#### 11.10 PRESENTATION OF THE STRATEGY OF THE RC FOR COPING WITH THE PANDEMIC SITUATION- THE SUPPORT WE CAN PROVIDE, Kriszta Molnár, head of SALTO E&T TCA RC

The [presentation](#) and the Zoom recording of Ms. Kriszta Molnár can be reached in SALTO platform documentary.

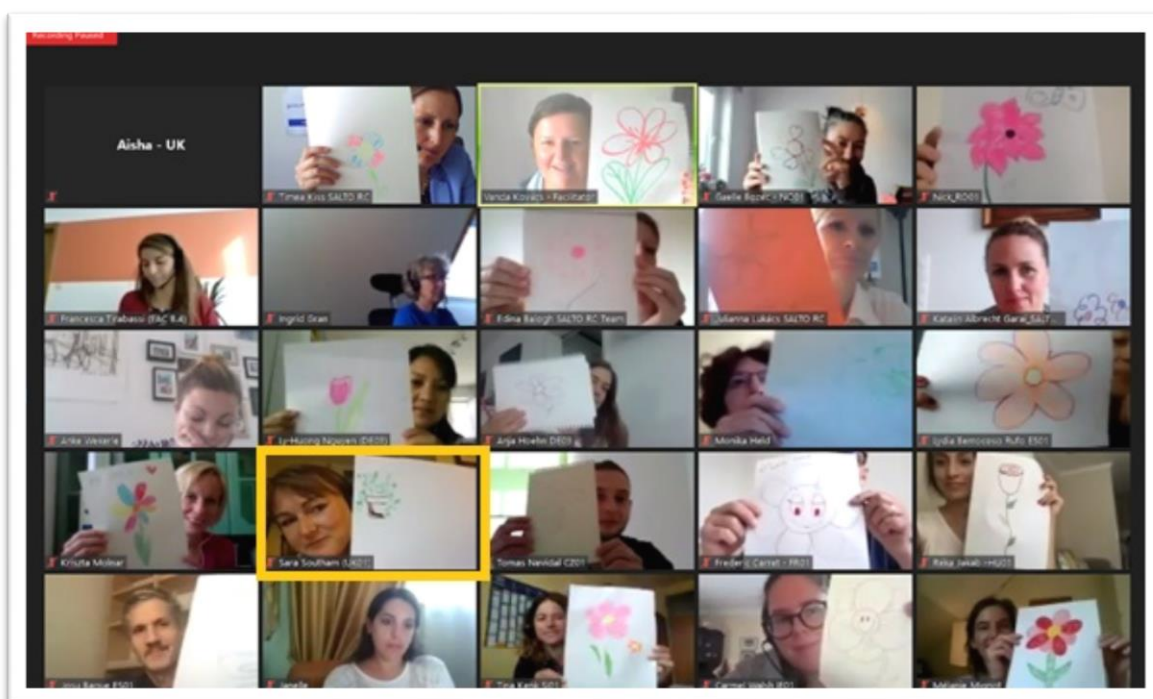
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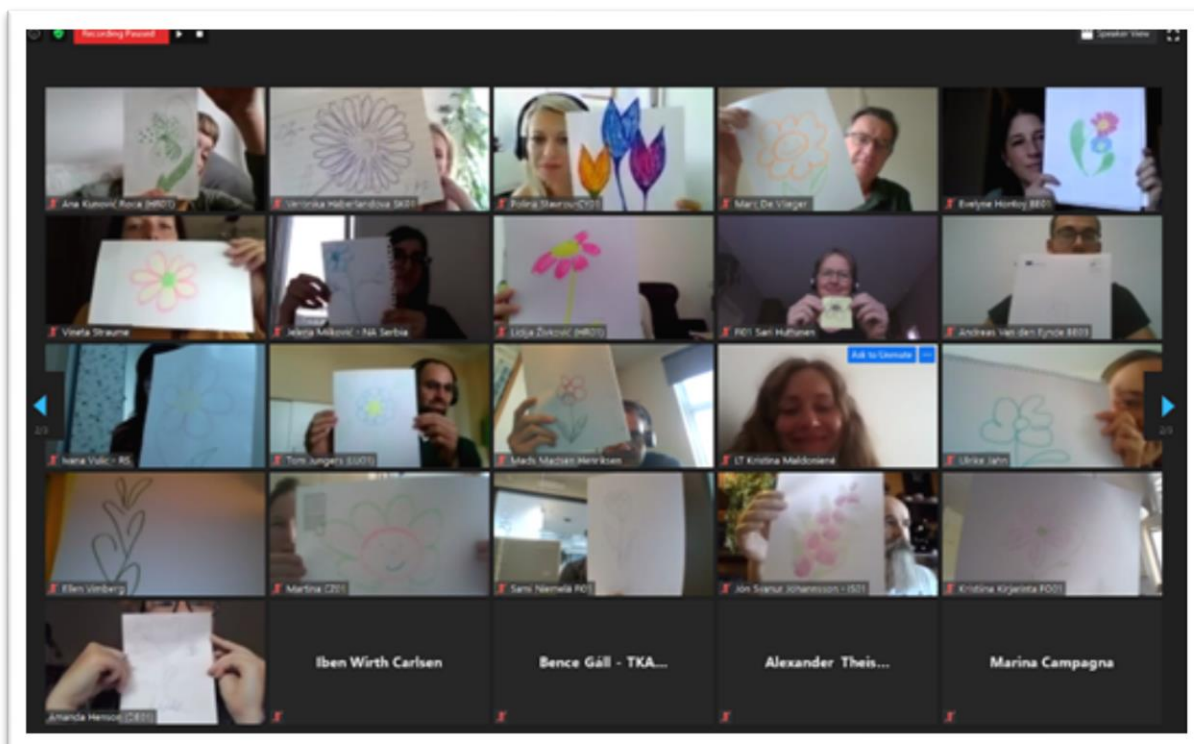
### 11.30 Q&A SESSION

TCA officers had the possibility to raise their questions in advance to the representatives of the European Commission and the SALTO E&T, which were answered during this session.

### 12.00 SAYING GOODBYE AND WISHING ALL THE BEST WITH AN ONLINE BOUQUET OF FLOWERS TO THE LEAVING SARA SOUTHAM (UK01)







## 12.10 OPEN AGENDA DISCUSSIONS- FIRST ROUND

During the open agenda discussions participants had the possibility to identify the topic in advance they were interested in, either in the context of TCA planning or in relation to other TCA management issues.

### ● **Group I: Working with external organisations and experts - Sara Southam**

#### Notes of the group work

- "Discussed the different professions of experts who the NAs invite generally.*
- *burning question is the fee - how to calculate it? Costs of living are very different in the EU countries.*
  - *"Salto-formula" developed by SALTO Youth, composed by the amount of the different stages (how many preparations were made, daily fee, follow up etc.). It's also based on EC documents.*
  - *public procurement process considerations."*

### ● **Group II. Long-term TCA in digitalization in education - Katalin Albrecht Garai**

#### Notes of the group work:

#### *"Universal dilemma*

- *agreed that pandemic hit all countries unexpectedly, although there are some countries where digital education is in a good situation, they had a situational advantage, (e.g. SE, DK) in using digital tools in schools. Although in these countries there are also disadvantaged sectors, groups, institutions in some ways. (For example*

*AE institutions educating migrants or accessing digital tools in some social groups in HE was mentioned in the group)*

*- aim is to move towards 21st century education, but is this a good effect in the long run? Does using digi tools have a good effect on students/pupils?*

*What to do?*

*- experience sharing would be a good idea to provide the possibility to all actors to see and share good practices.*

*- good practices should come from diff countries, diff educational levels, target groups (pupils, parents, teachers, school leaders)*

*- experts should be involved or do some research too, e.g. to explore the effect of the use of digital tools on pupils, how the transition worked from offline to online interested partners:*

*- all participating NAs are interested, with more details and discussing the NA directors: - SE, MT, DK, ES, EE, UK, DE, BE, SI*

*next step:*

*- contacting the NAs interested with/for further details."*

● **Group III. ERASMUS ACADEMY - Achieving long term quality of projects - from design through implementation to sustainability including financial management - Anke Wekerle**

Notes of the group work:

*"Anke Wekerle (DE02): Academy model: Aim is to have a project management TCA every year with the same topic in a different country. More info:*

*<https://www.na-bibb.de/erasmus-academy>*

- Veronika Haberlandova (SK01): Considering to organize a TCA for KA2 project applicants in the quality of projects.*
- Nicusor Ciobanu (RO01): Already planned a TCA for 2020 part of the E+ Academy to support the KA2 project managers in dissemination and exploitation of the results --- postponed for 2021; f2f/online depending on the situation;*
- Polina Stavrou (CY01): thinking on identifying a subject for the Academy meeting the needs.*
- Alexander Theis Kjærby (DK01): Sustainability of the Erasmus+; dissemination and impact are current topics in which the Applicants need support;*
  - Contact making seminars are also very useful*
  - ? Green Erasmus?*
- Nicusor Ciobanu: experience on national level is a good start for going international with a topic + discussion with the TCA colleagues from other NAs*
- Ulrike Jahn (DE02): need is coming from the target Groups + Focus on rather general management topics + director's decision*
  - Project management of Erasmus project*
  - Erasmus plus impact (Impact exercise UK01)"*

## ● **Group IV. Long-term TCA in Erasmus Accreditation - Julianna Lukács**

### Notes of the group work:

*"Accreditation is the master key for several doors for 7 years. All NAs organising seminars on it as organizations need to be accredited locally in KA1. Therefore we agreed that the long term TCA should be cross-sectoral.*

*We have identified 2 target groups:*

1. *Newcomers where the focus of TCA is on strategic planning. How to write an internationalization strategy - for writing your Erasmus plan. So this is centred on the creation of writing Erasmus plan.  
TCA can help participants to write internationalization strategies to support them in getting an accreditation. You should drop the logic of a project, and think of the big picture, strategy. We have to develop it with other partners. How do those who schools find each other who would like to cooperate/how do accredited schools find each other?*
2. *Experienced ones in E+: where TCA can maintain quality standards so it is focused on evaluation and impact.*
3. *For Accredited project managers: need to evaluate their own accreditation and improve it. ERASMUS PLAN needs updating during the years.*

*Added value:*

- organizations can peer learn from each other*
  - meet European counterparts*
  - help seeing outside of the box (small schools /AE cannot foresee what to do in a year)*
  - share practices*
  - for new project managers (project managers might change during the years)*
- All in all although cross-sectoral LTA should be first, but some sectorial is also welcome. Monitoring activities should be trained at sectorial level. Accreditation LTA should have a focus on monitoring activities also: it is important that participants of LTA Accreditation TCA have tools for monitoring their own TCAs. ( It would help NAs' work in their monitoring activities, as at the moment there is not much insight ) Maybe this TCA could give food for thought for national TCAs also. Participants of SALTO-managed TCA become "expert" project promoters. And they disseminate back at the national TCA.*
- The experts would move. Format replicated. Experts would change, if needed*

## **14.10 OPEN AGENDA DISCUSSIONS- SECOND ROUND**

### ● **Group V. ERASMUS ACADEMY, Sustainability in the Erasmus+ programme - Anke Wekerle, Alexander Theis Kjærby Andersen**

Notes of the group work: see above.

### ● **Group VI. TCA on career guidance for vulnerable groups - Ivana Vulic**

Notes of the group work:

*“The main goal is to support end-users from vulnerable groups to join projects, education, labour market etc. in a meaningful way.*

*This TCA is planned for 19-21 May 2021- more information here: <https://salto-et.net/tca/event/212>*

*CGC (Career guidance) should be timely, continuous and adjusted to students' needs. Practitioners don't usually have many opportunities to develop their skills and activities in CGC, so this TCA is one step towards that and towards better CGC services and outcomes for persons from vulnerable groups.*

*Why vulnerable groups? They have higher risk of drop out, limited access to career information, need for support and adjusted methods.*

*Target group: school psychologists and pedagogues, guidance counsellors, teachers, school principles (all with various levels of experience)”*

#### ● **Group VII. Future TCAs in the field of SE - Monika Held**

##### Notes of the group work:

*“Contact Seminars will be needed even more in the future to support schools to join the programme and find partners for mobility projects. Especially with regard to the current situation smaller virtual contact seminars among 2 or 3 NAs would be a good option.*

*Individual and long term pupil mobility should be addressed and encouraged with TCAs.*

*Strategic TCAs could also work as a series of conferences or other events in different countries to avoid too much work on the side of the coordinator.”*

#### ● **Group VIII. Long-term TCA in Erasmus Accreditation - Julianna Lukács**

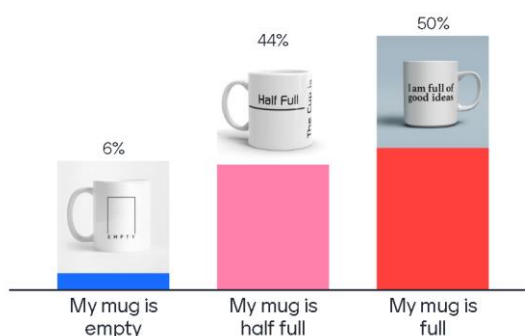
Notes of the group work: see above in first round summary

### 14.40 WRAP UP OF THE DAY

This session aimed at surveying the participants' feelings whether their expectations met what was heard during the day.

#### ● Menti survey 1

**How much have you poured to your mug?**





## ● [Menti survey 2](#)

# Today I (was) really ...

Mentimeter

INSPIRED	Inspired	inspired
Tired, but willing to learn.:)	Inspired	inspiring
impressed with the ideas and commitment from all colleagues	not getting enough news from the COM	Happy!
Inspired. Have ideas which I can present to my director:)	Curious to learn about new E+ and TCA in new period	got some further info
		beaten up by all the information, but



## DAY 2

24 September 2020, Wednesday - 09:30-15:00 (CEST)

### 9.30 WELCOME, OPEN AGENDA DISCUSSIONS - THIRD ROUND

#### ● **Group IX. World of online TCAs - Csilla Szabó, Marianna Szűcs**

##### Notes of the group work:

"Feelings: enthusiasm, confusion, curiosity, fear, panic, motivation, environmentally friendlier

Technical skills and opportunities, platforms, security concerns

Other skills: how to facilitate, who facilitates

Differences between offline vs online

Different background at organizations

Experience sharing."

#### ● **Group X. Study Visit - Study guidance towards the VET sector in Denmark - Mads Madsen Henriksen**

##### Notes of the group work:

"How can we handle COVID-19?

- It is very difficult to do a study visit. It is important to consider how many resources you need to allocate for the planning.

- We need to consider the restrictions that still could be in place

- Could it be a hybrid-event?

- Could some of the work and methods be shown in other ways?
  - The length should be 4-5 days
  - The network element is important and should be supported
  - Could study visit also be open for NA-staff? There is a question concerning funding. There is a lot to learn from participation of NA-staff.
  - We need some structure for study visits. What is the purpose of the study visit and what are the learning outcomes?
  - There should be room for diversity from study visit to study visit.
  - Can the Contact making seminar and Study visit go together?
- The concept of a study visit is important. Because there is a lot to learn. “

● **Group XI. Classic cross-sectorial contact making seminar for strategic partnerships - Alexander Theis Kjærby Andersen**

Notes from the group work:

“Alexander Theis Kjærby (DK01):

Cross sectoral strategic partnership potential project owners need to meet

A specific topic may be addressed

At least school and VET sector should be involved

School and HE

Not necessarily all sectors

Online set up is a good way to go for 2021 -online seminars can go on for a longer period

- Marc de Vlieger (BE02): not too much a problem in Belgium to engage HE and other sectors  
Picking up the big themes of the new programme: digital learning, inclusion, green deal - other priorities are not yet known  
Max 40-50 people can be handled  
Approx. 5 countries  
Contact seminars are highly needed to be transnational  
NA should agree to have 4-5 contact seminars on Green deal; regional aspect could be taken into account
- Amanda Henson (DE01): working with HE - strengthen cross aspects might be important; employability would be a relevant topic  
spreading the event out for even a month works well with the online events
- Francesca (DG EAC) topic of employability could be addressed - mismatch of skill
- Monika Held (DE03) focus should be put on the priorities of the programme  
Cross sectoral approach is important eg. SE-HE  
Specific objective of the TCA is needed;  
Online contact making seminars could mix the green topic and the involvement of participants from many countries  
Online seminar can be scheduled like having 1 meeting a month over 3 months  
Topics: digital learning  
SE-HE cooperation
- Martina Jerichova (CZ01) high demand for contact seminars in CZ, higher than for thematic activities

- Jón Svanur ((IS01) spreading the seminar out may result in losing focus... ideal length shall be found
- open to subjects: rural inclusion is a preference
- Nicusor Ciobanu (RO01): Inclusion, digitalization and teaching of foreign languages are our interest topics for SVs and or CMS"

● **Group XII. Erasmus Academy - Anke Wekerle**

Notes of the group work can be read in first round section above.

All updates concerning TCA Planning for budget year 2021/22 are available on Padlet.

### 10.30 ROUND TABLE

In the round table discussion group leaders informed other participants about the details of the conversations that were shared in the breakout groups.

**11.00 PLATFORM - Q&A - How can the Platform support planning TCAs? Renewal of the sites.** Tímea Kiss, coordinator, SALTO E&T Resource Centre

The presentation can be seen here, the Zoom recording can be found in SALTO platform documentary.

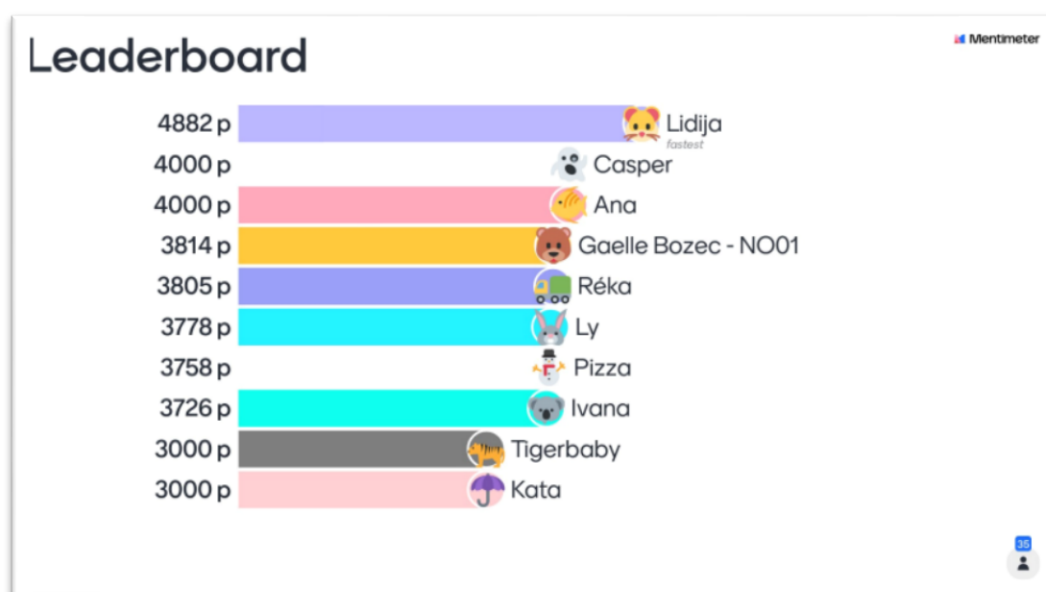
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### 11.50 CLOSING WORDS:

#### GUESS WHAT? PART 2.

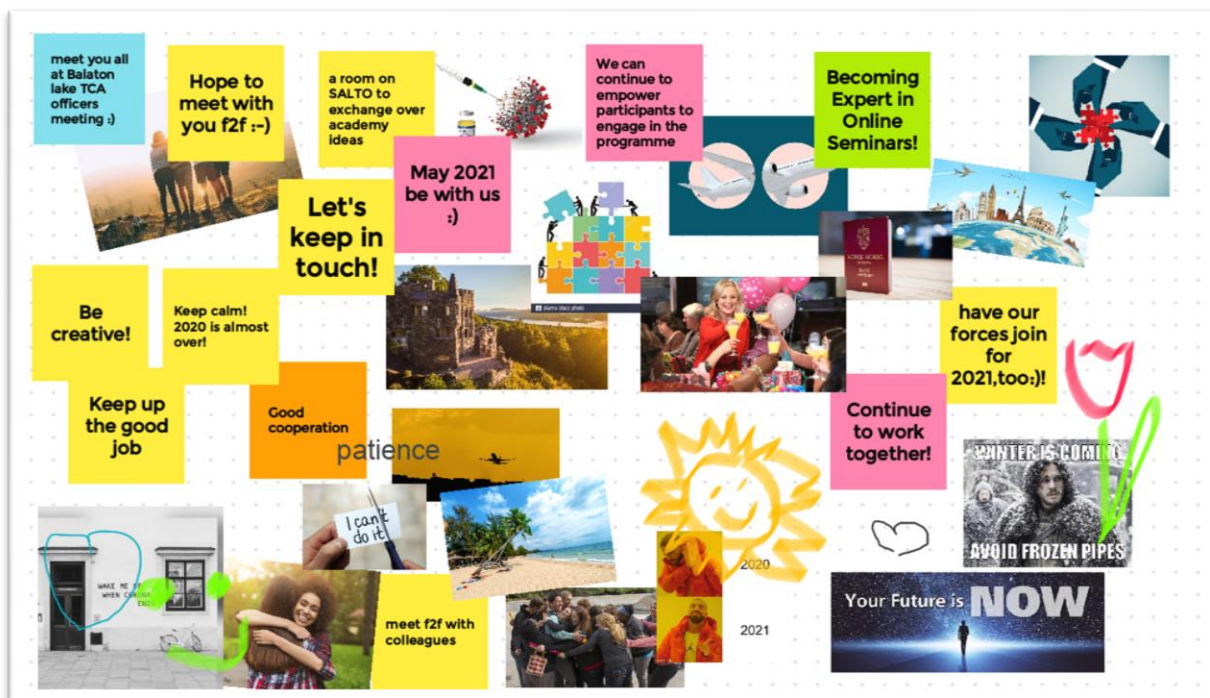
Multiplayer online quiz show based on the information of the first days ice-breaker game. Used tool MENTI.

Results of the Quiz.



## TCA OFFICERS' WISHLIST FOR 2021

A closing activity was done on Jamboard about participants' wishes for the future.



## Conclusions from the evaluations

### INFO-DUMP

It is a busy autumn and the amount of online events and the information about these events - application, info pack, evaluation, and report - might overcharge the TCA officers' capacity. Need to consider how to simplify the process and shorten the message in order that the support of SALTO would stay a support.

### LACK OF INFORMATION

The level of uncertainty in this year is intense both because of the pandemic and the arrival of the new programme - without enough information at this stage. There is no general solution for the NAs how to deal with these uncertainties and challenges, but based on the needs expressed by the colleagues SALTO is ready to support NAs through this uncertainty.

### TIMEFRAME

Some of the officers would like to have shorter meetings more often, some would prefer

whole-day meetings. There's no perfect solution, but SALTO is ready to respond to the needs trying both possibilities.

### **SALTO 2021**

According to officers' needs 2021 SALTO should organize:

- *Shorter online information sessions on certain topics, e.g. new platform, European Commission Q&A occasions, etc.*
- *Training on how to make TCAs more appealing to participants and more impactful.*
- *More information about how to work strategically with TCAs in the new E+ Programme.*
- *A similar activity for the support of planning TCAs. - We already made certain steps and sent out tools to support the planning process.*

### **RELEVANCE**

More, relevant topics.

Open agenda was meant to be a space for proposing the most relevant topics coming from the participants. Because of the lack of bottom-up initiatives SALTO had to initiate topics. It has to be analysed how to prepare and communicate such activities that could work. The reasons might be connected to the info-dump as well.

### **ONLINE**

Officers and the SALTO team seem to start to accept organising events held online. They do not like it, and still would prefer face to face meetings, but start to understand the methods, the platforms, tools and this gives them a certain comfort level. More and more feedbacks are coming from participants about their positive experiences too and slowly even those who feel insecure about their digital competences are ready to discover new tools. There is a need to highlight that there are huge differences among TCA officers' digital possibilities - based on their equipment and competences as well.

### **METHODOLOGICAL DILEMMA**

It is coming back and forth whether more facilitators in break-out rooms could support group work or not. In an offline meeting most probably it would not arise and groups would not need it either. But in online meetings it's coming back time after time. Need to dive deeper into this question to find out the core of the problem.