

**Nikozija 11.12. – 14.12.2016.**  
**“ECVET for work based learning”**

**Kick-off meeting**

NOTES FROM THE MEETING

In accordance with the project documentation in the period 11. to 14. December 2016, the first trans-national meeting in Nicosia, Cyprus. The meeting was held in the partner institution Intercollege in Cyprus, as the host, while the arrangement and the conduct of the meeting was taken over by Electromechanical School from Varaždin, as project coordinator.

The meeting was attended by Igor Kos and Ratko Kovacić from Croatia Lorena Corral from Spain, Andrekas Louiza, Fans Papamichael and Louiza Papaloizou in Cyprus, José Ramalhoto, Teresa Wood from Portugal, Natasa Kazantzidou from Greece (IDEK) and Lambros Farmakis from Greece (DELTA ).

The first day, after the opening introductions, partner organizations presented their institutions experiences in EU projects, their expectations of the project, all in terms of better mutual understanding.

The coordinator of the project, with the help of PPT presentation presented the entire project, from the general overview of the project, the purpose, the main objective of the project description, specific objectives, responsibilities, the formation of capital and the technical committee of the project, planned transnational and virtual meetings, collaboration and communication with project stakeholders, current, international and long-term results, direct and indirect target groups, quality assurance, dissemination activities, learning activities. After discussion, the participants agreed on its obligations under the project.

Afterwards, divided into groups, with respect to obligations in accordance with O1, schools from Croatia and Portugal and institutions in Cyprus, Greece and Spain have started work on commitments for O1, that is the identification of national qualifications in the field of electrical engineering at the 4 / 5 of qualifications framework. Partners from Croatia and Portugal chose the program for mechatronics technician, coordinated joint surface outcome of practical education for mobility and to started work on adapting their qualifications in accordance with the jointly developed form. The remaining commitments are describing learning outcomes in terms of knowledge, skills and competencies, development of the module teaching units, manner of performance, detailed criteria and methods, and similarities between lessons are identified.

Conversion of qualifications will be made with the use of ECVET manual. Electromechanical School will, as a leading partner provide a common pattern. Electromechanical School will collect all the input from partners and develop joint teaching unit. IDEK will be responsible for ensuring the quality of the final product.

The final O1 document, will be translated into all partner languages. It will be used, as the basis for the development of a guide for teachers and employers.

Vocational schools and vocational centers will prepare an overview and summary of qualifications in the field of electrical engineering at the level of 5/4 in each country. Results will be presented to partners

during the training of teachers in Greece (IDEK). The main emphasis will be on the similarities and differences between vocational education system between different countries.

Identification of the learning outcomes required for practical education: the result of this study will be a document that will describe the learning outcomes in the context of the EQF (knowledge, skills and competencies) for each country in the practical part of the education.

Development of joint teaching unit for practical education with the learning outcomes of mobility. As a result of this activity, the partners will identify the qualifications and common outcomes of learning outcomes and develop practical education for mobility.

Given that the planned training of 10 teachers (two from each institution), for which we have set the date for 6.3. to 03.10.2017. in IDEK, Piraeus, Greece from ECVET methodology and preparation for work on the manual for teachers and holders are institutions from Greece (DELTA) and in Spain (Fondo Formacion), they have prepared presentations, and all together we discuss their ideas and suggestions. Given that the vast majority of "logistical" issues around sending students to international practice actually already well developed, added value of our results will be the part that is not specified - the recognition of education in accordance with ECVET methodology and practical experiences with piloting exchange students and students.

The other day a colleague of IDEK presented a plan for quality assurance during the implementation of the project, since it comes from an institution that does this as one of their main activities.

In addition, all partners, brought the dissemination plan of the project through discussion, exchange of ideas and harmonization. For the website, brochure and logo of the project Electromechanical School from Varaždin is responsible.

We agreed upon methods of communication, organization platform for virtual meetings (IDEK). Finally, the coordinator of the project presented the project management to his partners, including: clarifying the roles and rules, the development plan of dissemination (FFE), Quality Assurance Plan (IDEK), the virtual meeting (ESF).

Project Coordinator (ESS) has signed agreements with all partners, is determined by the dynamics of payment in accordance with well realized project tasks (the first payment was realized during December and January), roles, budgets, activities. A schedule of activities was made (Gantt chart), Google Drive for the project in accordance with project responsibilities was open and the main and the technical committee was made.

Portugal is in charge for monitoring the evaluation of the project. After the meeting, all partners have completed the evaluation survey through Google platform.

Partner from Portugal warned the project coordinator that for the same activity in the project documentation (travel) a different amount was approved for which a request to ON will be send.

Last day of the visit, the hosts organized a cultural visit to the capital of Cyprus with professional guidance.

One day was scheduled for arrival and one for departure.

Notes compiled by: Ratko Kovačić