



## Agenda - Bilateral project meeting - Suhl, Germany, 22-25.01.2015

The meeting is dedicated to the issues connected with e-learning among adults. The main topic: The use of digital tools and the internet in adult learning and teaching.

### Project **TOOLS TO FLY** (2013-1-PT1-GRU06-16330 2)

| 22.01.2015  |  |
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|             | Arrival of Polish participants.<br>Accommodation at the Thüringen Hotel, Suhl  |
| 23.01.2015  |  |
| 10.00       | Welcome and official start of the meeting.<br>Presentation of the main topic of the meeting.<br><br><b>Introduction to the subject:</b> within "Tools to Fly" current project, Polish partner has been elaborating an online, step by step, course entitled "How to create your own website/blog with using the WordPress CMS system". Polish language version of this course is ready and available online, English version is just being elaborating and it is going to be ready in March. During the current meeting the course will be demonstrated to German partner, then during the workshop we will do some testing of it and discuss about strengths and weaknesses of this course.<br>Final results of this activities will be decision which parts of the course need to be improved and in which way, what topics should be added to the course (if any) etc.<br>When English version is ready all the partners and volunteers will be given login names and passwords for this course.<br>Apart from this main issue, during the current meeting we will discuss the problems and obstacles faced when using digital tools and the internet in adult learning and teaching. |
| 10.15-10.45 | Moodle e-learning Platform at netEDUKACJA institute and examples of courses available at the platform (presenter: Grażyna Król)  |

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| 10.45-11.30 | Usage of e-learning and blended learning solutions – from the teachers/trainers perspective. Presentation of teachers experiences (Grażyna Król, Barbara Dzik, Karol Król). Discussion, suggestions, remarks.  |
| 11.30-12.00 | Coffee break   |
| 12.00-12.30 | E-learning methods from the learners perspective. Teachers who have experience as participants of online courses will tell others about their own experiences as learners (ideas and vision of this form of learning, advantages, disadvantages, obstacles, problems as well as impressions as regards online courses meeting participants completed etc.) |
| 12.30-13.30 | Summarising the discussion: Teachers and learners point of view as regards e-learning and blended learning methods (elaborating final conclusions of this in written form).  |
| 13.30-15.30 | Working lunch  |
| 15.30-17.30 | "How to create your own website/blog with using the WordPress CMS system" – presentation of the online course (presenter: Karol Król)  |
| 20.00       | Dinner (optional)  |

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| <b>24.01.2015</b> |   |
| 10.00-11.30       | Workshop – practical testing of the online course and learning "How to create your own website/blog with using the WordPress CMS system"  |
| 11.30-12.00       | Coffee break  |
| 12.00-13.00       | Discussion about strengths and weaknesses of the course. Summarising of the results of the practical workshop: taking decision which parts of the online course need to be improved and in which way, what topics should be added to the course (if any) etc. |
| 13.00-13.30       | Conclusions and evaluation of the meeting; Certification. Final conclusions of the meeting.   |
| 13.30 -15.30      | Working lunch   |
| 15.30 -17.30      | Cultural activities   |
| 20.00             | Dinner (optional)   |
| <b>25.01.2015</b> |   |
| Departure day     |   |