



Malta - MCAST meeting on 10th – 11th October 2017

Meeting venue

MCAST
Main Campus
Corradino Hill
Paola
Malta

MINUTES

Participants – Partners

Date:		Name:
From:	To:	
10/10/17	11/10/17	Jon Harding
10/10/17	11/10/17	Russell Tucker
10/10/17	11/10/17	Valentina Chanina
10/10/17	11/10/17	Maria, Theodorou
10/10/17	11/10/17	Stelios Hirodontis
10/10/17	10/10/17	Stephen Sammut
10/10/17	11/10/17	Marjohn Demanule
10/10/17	11/10/17	Joseph JJ Bonello
10/10/17	11/10/17	Anabel Menica
10/10/17	11/10/17	Jokin Goioaga
10/10/17	11/10/17	Hanne Brønd
10/11/17	11/10/17	Susanne Winther-Jørgensen
10/10/17	11/10/17	Kent Andersen

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1st day of the Meeting – 10th October 2017

08:45 **Visit to industrial site.**

Tour focused on the Farsons' installation systems (electrical & more) and related safety and security measures.

11:15 **Welcome by Stephen Sammut (MCAST) and Kent Andersen (SDE) at MCAST Main Campus.**

11:30 **Walkthrough of agenda – Kent Anderson.**

11:45 **Cases status**

SDE: General Health & Safety at Work and Electrotechnical. Online units are now all found online. Work is ongoing on preparing eight small cases. Status of work cases is up-to-date.

Bridgwater-Taunton: discussed progress regarding videos being produced regarding General Health & Safety at Work & Personal Protective Equipment at Work & Reporting Accidents.

An example of an interactive picture intended to show hazards and how to identify them was shown. A worksheet was also prepared to show that learning is taking place. Discussion about picture followed.

MCAST: Still in their earlier stages of producing video related to Health & Hazards and Work Equipment. There is, however, preliminary contacts regarding possibilities of involving MCAST media students to help in the production of the videos and other media items. Videos could be used for MCAST students and more.

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Intercollege: Manual Handling Operations and Work at Height and Special Site Hazards. Still in their earlier stages and still need to get certain permissions to produce specific video, etc content. They have no media department to help out in the productions.

Txorierrri: Fire & Emergency and Environmental and Health & Hygiene. Still trying to reach out for students to help in/participate in the video productions.

General: Partners need to produce multi-media cases (videos, pictures, etc). Regarding video credits we need to show that it is co-funded by the EU (disclaimer).

For Final Report only a brief description of each video, including links is required.

Kent mentioned that there should be practical training for electricians, including not only written tests but also other methods of coaching.

Both Stelios and Marjohn mentioned difficulty of enforcing regulations – maybe this is a matter of culture. In UK, on the other hand, enforcement is effective – they mean business.

13:30 Lunch

14:30 Planning the second multiplier event

Multiplier event is not fixed to November, it is more important to ensure an impact (number of participants is more important than the planned month).

Target audience = language teachers and/or those teaching in engineering, shop stewards, safety officers, foremen, trainers teaching employees in the construction industry.

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15:30

Main topic = to promote CLIL mainly to technical subjects teachers and explain how to work with CLIL & use materials in Moodle. Need to show how this could be applied especially for non native speakers.

Important: Partners have to make sure they send documentation to Kent, i.e. the invitations/brochures/etc which are used to attract participants to the multiplier event.

These are also required: participant name, sending company & address, email addresses and signatures.

Multiplier event may, if needed to attract the planned number of participants, be split over two sessions to make up for the required number of participants.

Valentina suggested we ask participants if they have any recommendations how such an event could be improved.

Discussion developed about how to make concerned people/authorities aware of the necessary training regarding measures to embrace health and safety.

Valentina also talked about dissemination and exploitation. She mentioned that we need to work more in this respect. We must reach out students, use college/school newsletter to disseminate. We should extend the use of the Safty4El Twitter <https://twitter.com/safety4el>.

Valentina mentioned the article written in the EFVET booklet = EfvET Projects Currently in Action 2014-2017. She is also trying to disseminate what is being done in any occasion during her trips away from office.

We need to organise a training course. We could disseminate over the EU Skills Week website.

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**2nd day of the Meeting – 11th October 2017
(Gozo Campus)**

10.00 Walkthrough of reporting and documentation from the second 6-months period.

Kent insisted that all partners have to observe deadlines regarding Financial Reports.

10:15 Kent also asked participants to select a person from each team who will be in charge of quick acting on recommendations and feedback from users. An email list per language is to be set up. The following are those who accepted to be in charge:

Cyprus: Stelios Hirodontis
Denmark: Kent Andersen
UK: Russell Tucker
Spain: Jokin Goioaga
Malta: Joseph Bonello

Kent mentioned that we now need to compile feedback and/or evaluation forms for the end users of Moodle to help us improve content.

11.00 Feedback from the National Agency was positive and without any issues. In fact we received a lot of praise. A lot of interest has already been shown. We must also remember to make our own students use website more (the site has a good number of daily users).

On a different note, we have to work on the concept of Safety4El by addressing unions, employers, etc. This can be supported by the feedback got from the feedback form from our end users.

Problems with registration to the website were rather complex. UK team came up with some suggestions. Kent was after a simple login

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system for the users. A 6-character password was being recommended.

11:30

Skype meeting dates:

Two Skype meetings are to follow: 1 for coordinators
: 1 for teachers

For **content teachers**: Thursday 30 November at 14:30 CET

Aim = to discuss evaluation form regarding feedback from end-user
= to formulate set questions for the evaluation form.

For **coordinators**: Thursday 14 December at 09:00 CET

Aim = to discuss progress & events done, etc.

12:30

In order to get feedback from our students or electricians or workers in the construction industry testing the multiple choice platform, Survey Monkey is to be used. Jon is to set it up. This is to be translated in all partner languages. Team members must facilitate the use by end-users by having simple username and password system.

Regarding feedback = if errors are reported, these may be immediately corrected, but Kent needs to be informed regarding changes. Serious errors should be divulged among all partners so that due attention to the required changes in the respective languages is given.

UK = have already more than 140 subscribed students

Spain = will have about 4 groups using the tests

Malta = still not showing any real numbers taking the tests

13:00

Lunch

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14:00

Content for the course in Bilbao (9th – 13th April 2018)

Teams are to start working on 3 video cases including lesson plans. Where translations of P/Points, videos, etc, are required, they must also be completed in the teams native language and English.

Bilbao meeting agenda = How to invite someone to Moodle course
= showing how to put multimedia course content into OER/Moodle

14:30

Changes in future meeting dates:

October 2018 (Malta) = to be held on 25th – 26th September 2018

August 2019 (Brussels) = to be held on 26th and 27th June 2019.
Intended for coordinators

Other matters:

The Spanish team urged us all to book early for flight and hotel to avoid high costs. At present, the cost of hotel is around €81 per day. A discount voucher is being sent to be used for hotel booking.

15:00

Meeting evaluation

Conclusion

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