

**MINUTES OF THE MEETING E-COM+45. THURSDAY, THE 5th. May 2011.
NET-MEX, NAGYKOVÁCSI (HUNGARY)**

Nota Bene: These minutes are complementary to the ppt. file showed and completed in the meeting and available in the virtual space ([Presentation Management Meeting May 5th 2011](#)). Please, take into consideration both documents, the presentation and the minutes to have a more complete idea of the decisions of the meeting.

THURSDAY, MAY 5TH, 2011

The meeting is held in Net-Mex Vocational Training Centre (“Innovációs Porta”), Kossuth Lajos u. 20. H-2094. Nagykovácsi (Hungary)

Participants:

Name	Organisation	Country
J. Jesus Delgado	University of Malaga	Spain
Pilar Montijano	University of Malaga	Spain
Gabriella Pappada	FNP-CISL	Italy
Paola Loi	FNP-CISL	Italy
Petya Valcheva	Intelekti	Bulgaria
Tanya Stoyanova	Intelekti	Bulgaria
Svetoslav Stefanov	Intelekti	Bulgaria
Eero Elenurm	YSBF	Estonia
Heleri Heinla	YSBF	Estonia
Gerli Ollino	YSBF	Estonia
Andrea Kovesd	Net Mex	Hungary
Priscilla Várnagy	Net Mex	Hungary
Dorota Kabza	E-Seniors	France
Philippe Uziel	E-Seniors	France
Denis Aubier	E-Seniors	France

Agenda item “Welcome and opening”

Andrea and Priscilla welcome the participants and open the meeting. Upon request from Jesus Delgado, Andrea makes a comprehensive presentation encompassing of Net-Mex’s activities, particularly those in the field of +45 people empowerment with the use of ICTs.

Agenda item “Results of the questionnaire analysis: crossed data”

Jesus Delgado reminds the project objectives to the participants.

Crossed data analysis

It is necessary to check the graphics and debate about the reports! (Veliko Tarnovo)

1) Sex	+	10) ICTs at home
2) Marital status		11) Help with ICTs
3) Age		12) Who helps
4) Live alone		13) Uses of PC
5) Qualifications		14) Uses of Internet
		15) Hours on PC
		16) Hours on Internet
		17) Range from 1 to 5

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Concerning the **crossing data analysis** decided in Paris (crossing the following criteria {gender (1), age (3), living alone (4)} with {ICT at home (10), use of PC (13), use of the Internet (14)}. (1), (3) and (4) will be also crossed with (17) range from 1 to 5).

Quite a lot of graphics have been produced by the Spanish team. As decided in Veliko Tarnovo, the Spanish has sent again the **respective new graphics** to all the partners. Until now, we have started to comment on the new graphics as far as possible. Pilar showed in detail the data resulting from those in the Spanish Institution. A debate on “How to include these results in the final publication of our partnership” was held. The Spanish and French teams have obtained quite a comprehensive report (with 40 pages) by commenting the majority of their respective graphics. We agreed that, in order to get some interesting and attractive result to be published in our final product, all partners have to write their own **reports (about 3-5 pages long)** (including up to 3-5 significant graphics if needed). In this report every institution should show the most relevant results related to our way of teaching ITC to People +45 by following their students’ points of view resulting from the questionnaires. In some way, these results can show us some changes to be taken into consideration to make the most of our students’ effort and investment. These results can be shown by a set of conclusions as well as recommendations. As every partner is quite different from each other, we should make an effort to contextualise the results attending to the specific features of our own institution. According to Philippe, this must be like a picture where we open doors to new possibilities, changes that will hopefully improve our way of teaching.

Phillippe remarked how different the age of the students in our respective institutions is, as well as the cultural characteristics and objectives of our respective students. The sample gathered is, moreover, small. For all these reasons, we cannot show results in a general context, regional, national neither European. Our results will be just related to our students and to the nature of our institution. Jesús reminded everyone also that this has made us to abandon the idea of writing a report taking into consideration all the results from the different institutions together. Each institution will thus write the report separately.

It was also decided the **deadline** for the report resulting from these graphics and related to our own institutions, that is **July, 12th. 2011 (last meeting in Málaga)**.

Gabriella launched the idea of choosing together a template to write this report. We agreed and decided the following outline:

- Context of the institution
- Results of the graphics
- Reflections and recommendations

It was also decided that the Spanish team would include at the beginning of this chapter (before the reports coming from all the partners) an introductory paragraph with the explanation of the methodology followed to obtain the crossed data graphics.

Agenda item: “Intermediate Evaluation Report”

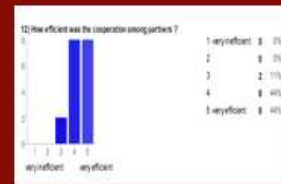
After the meeting in Paris, Ganit made some **graphics** resulting of the on-line evaluation questionnaire fulfilled by the participants of this partnership by a Google Docs Form.

A debate was generated in Florence in order to have some general conclusions among everybody: the results were, in general, quite positive. Some results, however, should be taken into consideration with more detail. For this reason, we decided to write a **report commenting** all these graphics as far as possible by using **Google Docs** (a free software that makes possible to edit simultaneously and share among a group of people a document on-line), where each partner is responsible of the comment of a set of 3-4 graphics in the document of Google doc, that is available in:

<https://docs.google.com/Doc?docid=0AbNEiCZBvCOwZGN0NXJnbmhfMjVnemZmNXdqcg&hl=en>.

Intermediate Evaluation Report

- Distribution of tasks to write the intermediate report (as not done by volunteer task)
 - Deadline:
 - Each country comments 3-4 graphics
October, the 31st.?
 - Each country improve the rest
November, the 30th?
 - Who? Country & Graphics 1-3: Spain
Graphics 4 – 7: France
Graphics 8 – 11: Bulgaria
Graphics 12 – 15: Hungary
Graphics 16 – 18: Estonia
Graphics 19 – 22: Italy



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In the slide attached you can find the number of the graphics to be commented by each institution. Almost all graphics are already commented except for nr. 12 to 15 which are still pending (Hungarian team).

As soon as all graphics have been commented, the Spanish team will prepare a document with the results obtained.

Agenda item: “Pedagogical Reports”

Jesús states that all the pedagogical reports are already sent. They will be included in one of the chapters of the final publication.

Moreover, everybody should have completed a table comparing the different pedagogical issues by filling in different slots in a table in Google Docs. This table is available in:

<https://spreadsheets.google.com/ccc?key=0ArNEiCZBvCOwdEU2bF94UE5tVXN6MVVRaVA4UGFUMWc&hl=en#gid=0>. Every slot has been filled in successfully except for the column corresponding to the Hungarian team which is still missing but we kindly remind them of the convenience of doing so as soon as possible.

Agenda item: “Current status of the website” and “EST: European Shared Treasure”

Jesús reminds everybody of the website and its status. He also informs of the new link, that is: <http://www.ecom45.uma.es/>

Several improvements have been brought to the web site after Veliko Tarnovo.

Jesus kindly asks everybody to have a look at the website in any moment and to send to him whatever information worthy to be in our website. All **suggestions of improvements** are welcome by e-mail. You can also use the forum <http://colaboracion.cv.uma.es/mod/forum/view.php?id=4598> for that.

Jesús also reminds everybody that our partnership data and products are already available in the **EST data base** (European Shared Treasure), an on-line tool created by the European Commission as a window of the results of the educational projects and partnerships financed by them.

Also in connection to these ideas, it is interesting to note that in our next meeting in Málaga we will have time to further exchange ideas on both dissemination elements. So, please, think about both of them and make notes of your own ideas prior to your visit to Málaga.

Agenda item: “Pedagogical Reports based on specialised literature: good practices and other initiatives”

As you already know, we have to write a report based in literature specialised in our topics, other project conclusions, etc. For this, we have established three different research lines according to the nature of our institutions. These lines would be the following:

- Teaching +55 People to fight digital divide: FR, ES
- Teaching + 45 People to improve job conditions, e. g. e-working : HU, BU
- Volunteering and ICT teaching: EE, IT

First of all, different discussion groups were established and in groups of two we focused on the topic we were expected to debate on in order to agree on a common methodology for the development of this report. After the meetings, a spokesperson from each couple of partners presented to the rest of the people the lines discussed and the points agreed on.

These reports will be a complement of our local reports trying to establish good practices and recommendations about volunteering and ICT teaching to fight the digital divide and to improve the digital skills for people over 45 years old. The reports must be concluded in the next meeting in **July 2011** in Málaga and they will be also included in the final publication.

Agenda item: “Publication of E-Com+45 results as the final goal of our partnership”

As a final result of our partnership, Jesús had already launched in Veliko Tarnovo the idea of a publication compiling somehow all the different reports resulting from our partnership. The title and outline of it could be as follows:

Pilar made the presentation on the main modules to divide the book into together with the contents of each of them. She insisted a lot on the importance of maintaining cohesiveness throughout the whole book. The outline was accepted by all partners present in the meeting. Jesús confirms the possibility of publishing this document by the Málaga University Press. The Spanish team would like to hand it in by **September 2011**.

Agenda item: “Last Meeting in Málaga”

The following meeting after Nagykovácsi will be in Málaga (Spain). The date of the visit will be in **July 12th and 13th 2011**.

The topics to be covered in this meeting will also include:

1. Reports based on crossed data analysis from students questionnaires (3-5 pages). Small presentation from each partner and general debate.
2. Pedagogical Reports based on specialised literature by couple of partners (15 pages). Small presentation from each couple of partners and general debate.
3. Improvement related to dissemination (website, est data dabe, papers in conferences, mass media...).
4. Future partnerships / projects together.

Don't hesitate contact me if you need further information or if you have any question. Thank you very much for your interest and collaboration!!

Best regards, Jesús Delgado.