

MINUTES OF THE MEETING OF THE PROJECT "ACTIVE CITIZENS" (Grundtvig Learning Partnership)

At 15.00 hours the day January 11, 2010 begins the third meeting of the project "Active Citizens" in the Hotel Melia-Athens (Room Vivendo), Athens / Greece.

Asistentes:

SPAIN:

For the coordination of the project (Cantabria):

Nieves Álvarez Martín (MAG-Coordinator)

Miguel Ángel García González (MAG- Coordinator)

Navarra:

Blanca Berruete (Directorate of Family, Children and Consumer)

Murcia:

Rosa Sancho Celdrán (Directorate General for Citizen Attention, Drug Dependence and Consumption)

Comunidad Valenciana:

Luisa Camarasa Soriano (Directorate General for Trade and Consumer Affairs)

GERMANY:

Anne Schelhowe (Institute of Financial Services - IFF)

BELGIUM:

Stefaan Hendrickx (OIVO-CRIOC)

Ann de Roeck-Isebaert (Gezinsbond)

Chris Crabbé (Gezinsbond)

Guido Van den Vonder (Gezinsbond)

GREECE:

George Pavlikakis (EKPIZO Consumers Association)

Cleopatra Kritikopoulou (EKPIZO Consumers Association)

MEETING

Monday, January 11th, 2009

After welcoming remarks by the Greek affiliate partner and the coordinator, each attendee is presented briefly. The coordinator provides a folder with the working papers presented to each participant and the agenda. Delivery is made

to members of different materials and working papers on a DVD, in addition, the minutes of previous meeting and the agenda format paper.

Spain's partners receive materials in Spanish and partners in Germany, Belgium and Greece in English. The meeting is conducted in English.

• **Points on the agenda:**

For the first day:

1. Presentation of the work done by partners
2. Report coordination
3. Concrete proposal for the development of multimedia material in PowerPoint presentation format for each of the modules.

For the second day:

1. Proposal for development of training activities for teachers and testing of materials in schools.
2. Proposal for adapting the material for later use on the Internet and incorporating into the websites of partners and of the E-CONS.
3. Review of work program and adjusting dates.
4. Work program to the next meeting.
5. Developing an evaluation protocol.

• **Development of different items on the agenda:**

First day

1. Presentation of the work done by each partner

Each member presents the work done to date of the meeting:

Greece:

Regrets problems in coordination, due to changes in the EEC. He says that the translation of the tutorial is going to take longer than expected, but who has it translated.

Initially had trouble viewing the videos developed by Spain, but later managed to see them. They feel they have much text and that, except the one relating to arbitration, the other, be similar to the theme of consumption in Greece and Spain, will be very useful.

They have fully developed as proposed at the meeting in Belgium and are in negotiation with the Ministry of Education to implement educational activities:

It incorporated information on its website information about the project and link to the website of the project, www.ekpizo.gr. He has also published information in the bulletin of their organization.

He has translated and adapted the modules, PowerPoint presentations and adapting the contents to the realities of Greece.

In these moments is in negotiation with the Ministry of Education for the issue of implementation in classrooms.

Belgium:

The Belgian partner has developed and adapted the different modules. The advice board of the family organisation Gezinsbond has given their first comments on these adaptations/lessons. The Belgian colleagues present an example of one module. They agree to send the coordination abstracts in English later. It took a lot of work to make the adaptations to the Flemish context because the situation in Flanders (Belgium) is a lot different.

There was already some discussion on the use of the videos. Because they are in Spanish it will be difficult to use them. The Belgian partner has no financial possibilities to translate the videos from English into Dutch. Moreover, the videos made by Spain are not quite suitable for Belgium, because they pose different solutions to those that may occur in Belgium. However, the Flemish partner may be able to use parts of the video.

The local centres/departments of the family organisation 'Gezinsbond' have been contacted. In february and march there will be some educative activities for the teachers who will use the material. The developed didactic materials and proposals will be tested in the learner groups of adults. This process will lead to improvement of the lessons and didactic proposals.

Germany:

The German partner has translated and adapted, the contents of the tutorial to the situation in Germany. As well as in Belgium it has been very complex to adapt the material in order to make it suitable for the use in Germany. The videos are not usable for the German material either. The developed material had been tested by two teachers and was adapted afterwards.

Spain:

The coordinator has completed the implementation - in Spanish and English - of different materials (all are included on a DVD given to members so they can have them as reference). Discuss the first activity carried out with teachers and pupils and their positive evaluation.

Explains one by one all the modules of the tutorial and commented that the annex of the guide has been referred to climate change.

2 .- Report of coordination:

Coordination reviews the work undertaken since the last meeting: the website, the intermediate report and materials.

Analyze each step of the materials have been included on the DVD that is delivered to members:

- *GUIA DIDACTICA_final_para imprimir.doc*, with the modifications proposed by the members (both in Spanish and English)
- Guión del video 1.doc
- Guión del video 2.doc
- Guión del video 3.doc
- Guión del video 4.doc
- Guión del video 5.doc
- Guión del video 6.doc
- ORDEN DEL DIA_ATENAS.doc
- Cuestionario DE EVALUACIÓN.doc

3 .- concrete proposal for the development of multimedia material in PowerPoint presentation format for each of the modules.

Module to module, coordination presented to members the proposal being made. All media materials include various presentations from PowerPoint (Part One)

Summary of comments:

Almost all videos developed by the coordination can be adapted without difficulty to each project member countries. They can occur without sound, showing the teacher what is happening, or turn the sound. This coordination has contributed scripts in English.

Second day

1 .- Proposal for the development of training activities for teachers and testing of materials in schools.

Module to module, coordination presented to members the proposal being made. All media materials include various presentations from PowerPoint (Part Two)

Each member explains how it is working in this area:

Belgium has already presented the didactic material to the Advice Board of the Gezinsbond. In the near future it will experience the material with adult groups of learners connected with the local departments of this family organisation. It aims to make the appropriate adjustments to provide a really useful material to work with adults.

Germany has already presented the material to two teachers and got in touch with other teachers training organizations. It will test the materials with a small group of students.

Spain has seen the material three-immigrant groups / prostitutes / adults with very good results –

The representative of Navarra (Spanish community of about 600 thousand inhabitants), claims that his autonomous region will experiment with a combination of dynamic Housewives that meets every Thursday to conduct training activities in terms of consumption. Considers it very appropriate to test the material with this partnership to bring the findings to the next meeting of the project.

The coordinator said that, of course, the material will be experienced teachers and these, in turn, with the students.

Greece has contacted the teachers but have trouble doing the activity. Hopes to reach an agreement with the Ministry of Education.

2 .- Proposal for adapting the material for later use on the Internet and incorporating into the websites of partners and project-specific Web and E-CONS NETWORK.

Coordination, through a PowerPoint presentation, explained the proposal made to the group, specifying how could include multimedia materials in the project website

<http://www.infoconsumo.es/ca/citizens.htm>

where could be installed and how they might be in the project include the different materials in the participating countries.

All partners agree with the proposal.

The coordinator reviews each of the materials will be included in the website and how it would appear.

3 .- Review of work program and adjust the dates.

At the end of the minutes is included (see Annex 1), the updated program.

4 .- Work program to the next meeting.

The next meeting will be held in Spain. It is proposed that it is in Murcia where it is performed. If not possible, there is the possibility of realizing in Navarre. In Valencia was held the last meeting of the E-CONS.

We discuss different dates, and taking into account the high temperatures of Murcia, is considered appropriate that the meeting be held in May.

The contents of the meeting are:

- Work with teachers and students developed.
- Results of the evaluation of materials.
- Placement of materials on the website.
- Final report.

5 .- Preparation of an evaluation protocol.

It reviews the evaluation questionnaire proposed by the coordination. Contains some modifications (especially in relation to the order of some questions) and is given for good in the questionnaire. Everyone agrees on the general approach. It is agreed that every partner can adapt details in the questionnaire and send a copy to the coordinator. Belgium for instance will make the questionnaire available for all the participants of the test sessions of the didactic materials.

Todo el mundo está de acuerdo en el enfoque general. Se ha acordado que cada socio puede adaptar detalles en el cuestionario y enviar una copia a la coordinadora. Bélgica, por ejemplo, hará que el cuestionario disponible para todos los participantes de las sesiones de ensayo de los materiales didácticos.

It is proposed to perform the same questionnaire to evaluate each of the 6 educational materials developed in the project.

In the DVD is the old evaluation form. The coordinator will forward the new form to members with proposed changes. This is attached at the end of the minutes (Attachment 2)

All members receive the evaluation sheet of the meetings held in Athens, which is completed at the end of the meeting.

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AGREEMENTS:

There will be a virtual meeting on 25 February at 10 hours (chat)

The next meeting in Spain remains to confirm the dates but it looks to be held on 3 and 4 May and possibly in Murcia.

In the virtual meeting will prepare the final agenda of the meeting held in Spain

For the next meeting is agreed:

- That the site has been expanded with the teaching material.
- All countries have made the adaptation of teaching materials.
- That this material is evaluated.

And there being no issues to discuss, the meeting ended at 12.30.

ANEXO 1

	Approx. date	Description	Country	Partners
1	01/09/2008- 15/02/2009	Design and implementation of the website.		the coordinator
2	01/09/2008- 30/10/2008	Coordination meeting for all countries to set basis of the project	Germany	all partners
3	01/10/2008- 03/12/2008	Elaboration of a protocol for the collection of legislative information		all partners
4	01/11/2008- 31/01/2009	Collection of the legislative information of the selected subjects		all partners
5	01/01/2009- 15/02/2009	Selection of the legislative information and organization of an informative dossier		all partners
6	15/02/2009- 30/03/2009	Elaboration of basic contents of each didactic module. Implementation of web.		all partners
7	15/02/2009- 30/03/2009	Organization of contents of materials and design of methodology		all partners
8	01/04/2009- 01/05/2009	Elaboration proposal of the multimedia material		all partners
9	01/05/2009- 30/05/2009	Coordination meeting and evaluation of the actions	Belgium	all partners
10	01/06/2009- 30/06/2009	Elaboration of a protocol to contact centres and organizations		all partners
11	01/07/2009- 30/07/2009	Elaboration of materials for the presentation of the project		all partners
12	01/09/2009- 01/11/2009	Elaboration of the multimedia material		all partners
13	01/11/2009- 30/11/2009	Contact with the centres and organizations to present the project		all partners
14	30/06/2009	Elaboration of the report of the first year		all partners
15	01/11/2009- 30/12/2009	Educative activities for the teachers who will use the material		all partners
16	01/01/2010- 31/01/2010	Elaboration of a protocol for the evaluation of the didactic material		all partners
17	01/02/2010- 10/06/2010	Experimentation of the material in various centres		all partners
18	01/03/2010- 30/03/2010	Dissemination of the evaluation protocol to all participating centres		all partners
19	01/01/2010- 30/01/2010	Coordination meeting and follow-up ¹	Greece	all partners
19A	01/03/2010-	Virtual partners' meeting ²		all partners

¹ Held on 11 and January 12, 2010

² Date: 25 February 9.30 to 11.30

	30/03/2010			
20	01/04/2010-30/04/2010	Elaboration of a plan for the adaptation of the didactic material on the websites		all partners
21	01/05/2010-30/06/2010	Incorporation of the didactic material on the website of the E-CONS NETWORK		all partners
22	01/05/2010-30/06/2010	Coordination meeting for the evaluation and final report ³	Spain	all partners
23	01/07/2010-30/07/2010	Elaboration of the final report		all partners

ANEXO 2

EVALUATION QUESTIONNAIRE

DIDACTIC MATERIAL

ACTIVE CITIZENS (Grundtvig)

The objective is to collect the opinions of the involved people, teachers and persons in charge of public and private organizations.

Your collaboration is fundamental for the improvement of the didactic material. Therefore, we kindly ask you to spend some minutes in order to complete this questionnaire.

All information given will be treated confidentially.

In order to respond the questions, please insert in the frame or square the number of the option you consider as nearest to your opinion. In case your opinion does not correspond to the given options, please write the appropriate remark.

We thank you very much for your kind collaboration. .

³ Is proposed to hold the 3rd and 4th of May in Murcia.

A. PRESENTATION OF THE DIDACTIC MATERIAL

Please indicate, using the following scale, whether you agree or not with the following statements:

[1] I totally disagree [2] I disagree [5] I totally agree diate
[3] Interme [4] I agree [6] I do not know

- A01. The organization is adequate []
- A02. The language used is clear, easy and precise []
- A03. The writing style (relations, examples, descriptions, etc.) facilitates its understanding []
- A04. The structure is useful for its application []
- A05. The videos are appropriate? []
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B. OBJECTIVES, CONTENTS AND ACTIVITIES PROPOSED IN THE DIDACTIC MATERIAL

- B01. The educative objectives to be achieved are appropriate..... []
- B02. The contents selected are suitable..... []
- B03. The contents presented are up-to-date..... []
- B04. The contents presented are sufficient []
- B05. The proposed activities are useful to obtain the marked objectives..... []
- B06. The subject-matter and guidance is coherent with the general guidance of the Consumer Education []
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C. METHODOLOGY PROPOSED IN THE DIDACTIC MATERIAL

- C01. The proposed methodology allows the involvement of adults in the reflection, identification and resolution of problems of consumer affairs by means of practical experiences []
- C02. I think that the methodology facilitates to combine the theoretical development of consumer education with real and daily situations of the adults..... []
- C03. I think it is possible to carry out in my school centre the active, cooperative and constructive methodologies proposed in the Manual []
- C04. I believe that the didactic techniques proposed in the Manual facilitate the development of the themes of Consumer Education..... []
- C05. I think that the didactic material facilitates the education and information necessary to carry out in the classroom the “specific” techniques of the Consumer Education..... []
- C06. The video and activities strengthen the importance and responsibility of being a Responsible Consumer []

D. OPEN QUESTIONS

D01. If you wish, you can add any comment with respect to the following subjects related to the Didactic Material

Objectives, contents and activities

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Structure and organization

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Presentation of consumer issues through videos.....

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Notes for the development of projects of consumer affairs

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Intention to use the didactic material as support for next projects

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D02. Please indicate whether you have found any element of the didactic material that could be improved

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D03. Please indicate the most positive aspects you have observed

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D04. Please indicate any other observation or remark

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E. DATA

E01. Activity:

- 1. Teaching
- 2. Management of programmes
- 3. Coordination of programmes
- 4. Others (.....)

E03. Sex:

- 1. Male
- 2. Female

