



ICT Project

Innovative Caregivers' Training
EU Lifelong Learning Programme
Sub-programme Leonardo da Vinci
Transfer of Innovation project
Project n. 2013-1-CH1-LEO05-00882

Project
ICT – Innovative caregivers' training

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Project meeting 4 (additional)

Gent (BE), 26-27 March 2015

MINUTES AND TASKS

PARTNERS

- N. 0. University of applied sciences southern Switzerland – SUPSI, Health dept. - DSAN (CH). Applicant and coordinator
- N. 1. JEDU - Federation of Education in Jokilaaksot (FI). Partner – transfer
- N. 2. ECAP Foundation - Research & development office (CH). Partner
- N. 3. Artevelde University College (BE). Partner
- N. 4. ForModena (IT). Partner
- N. 5. Solidarnosc Region Gdański NSZZ (PL). Partner

Meeting minutes and common decisions

On 26 March works started with a deep update of testing activities in the different countries:

In Italy training is started and are planned 5 days lessons for 2 groups. The group seems accessible by IT devices, therefore platform's use has to be fostered.

In Poland there are 13 participants and 3 resource persons and the activities are almost finished.

In Switzerland training courses is about in the middle of run. There are 24 participants divided in 2 groups, with 5 resource persons.

The discussion evidenced that PBL approach seems effective and fitting the needs of this target learners and the main problems have been met in platform's use. The access seems in fact quite complicate for these users and the expiry of invitations is a weak point. In particular have been focused positive and negative aspects.

Positive aspects:

- networking exchange
- PBL is supportive and able to produce alternatives
- commitment and motivation of participants is high
- good pilot
- ICT skills are better than expected, even if not often fitting the learning scopes

Negative aspects:

- different works conditions (for PL, since are not domiciliary caregivers)
- equal skills of caregivers and resource persons (for PL)
- access to platform
- unemployed work – life balance

Furthermore, PBL indications raised as suggestions are:

- *ask* more and the right questions
- *select* problems/questions to be focused
- *identify* knowledge/skills gaps
- *look for* finding the suitable knowledge for solutions
- *share* learning and alternative multidimensional solutions

Training sessions need to have a common certification. Therefore **SUPSI will propose a common ICT project participation certificate to be issued to participants.**

During the work Finnish partner has explained some technical details and now seems that all the access procedure can be better catered by each partner, that can send invitations by itself to participants. Therefore **the indication is to support strongly the use of platform, also in the case of Poland, as a distance resource and as information network.**

Then the works continued with the evaluation procedure. Artevelde and ECAP coordinated their roles and range of activity, since ECAP's task is to coordinate and supervise the three testing sessions, and Artevelde's one is to evaluate project process and effectivity of WPs, including the testing one.

Has been decided that, after the ex-ante evaluation will be performed a **ex-post evaluation on participants with a tool** that will be provided by Artevelde, and in addition has to be performed a **final 1 hour focus-group** (one in Switzerland, one in Italy and one in Poland) with participants in the last training sessions, to measure training effects. The tool for these focus-groups will be prepared by Artevelde.

In the evaluation phase the External committee has to be better committed and informed on the project and **is necessary that in each country these persons are going to be acquainted** about the project by partners.

In the future platform's contents can be exported from sharepoint, this is important for sustainability of the tool and for a possible further project.

On 27 March have been tackled:

Remarks and problems raised in the interim report. These deficiencies are mainly related to lack of some informations and in dissemination procedures, therefore has been decided that:

- the next newsletter has to be issued within the end of April
- have to be set up indicators for newsletters' spreading
- exploitation activities have to be completed with some performance indicators, that each partner has to comply
- External committee has to better explained. Each partner will draw a short description of the persons included in this body

Final scientific publication. SUPSI is seeking for the suitable publisher. The book has to be ready in a draft version for the end of September, then the final book can be published within December 2015 (cfr. the specific publication document)

Final project meeting and conference: has been presented the plan of the two days. On 3 September will be held the partners' meeting and the conference will take place on 4 September in the morning (cfr. the specific final conference document).

Final project meeting and public conference: Lugano (CH), 3-4 September 2015

Please see the following table for detailed tasks.

Tasks for partners

What	Who	Whithin
WP1. Send all documents and informations to fill the final report	All	31.10.2015
WP1. All partners are requested to upload Modena and Gent presentations and documents in the ICT platform	All	30.4.2015
WP2. Preparation of the final tool for ex-post evaluation Preparation of focus-groups conduction template	Artevelde in collaboration with ECAP and SUPSI	30.4.2015
WP4. Open an area where partner can upload presentations, meetings informations, etc.	JEDU	15.4.2015
WP4. Some linguistic problems have to be solved. German language has to be replaced with Italian in the Swiss area	JEDU	15.4.2015
WP5. Use of the platform for testing activities must be fostered and partners involved have to dedicate the right effort for that. In case of problems communicate with JEDU	SUPSI, ECAP, Solidarnosc, ForModena supported by JEDU	7.4.2015
WP5. Plan the final evaluation and the final focus-group	SUPSI, ECAP, Solidarnosc, ForModena	30.4.2015
WP5. Supsi will propose a common ICT attendance certification	SUPSI	30.4.2015
WP6. Next newsletter n. 2 will be prepared. Enable indicators for newsletters spreading	Solidarnosc in collaboration with all partners	30.4.2015
WP6. Newsletter n. 3 has to be issued	Solidarnosc in collaboration with all partners	15.6.2015
WP6. Newsletter n. 4 has to be issued	Solidarnosc in collaboration with all partners	30.9.2015
WP6. Final public conference 3-4 September in Lugano	All partners	(specific document)
WP6. Final conference 4 September. Each partner, compatibly with its travel budget, invite one key person to attend.	All partners	4.9.2015
WP7. Exploitation has to specify performance indicators that partners have to comply	ForModena in collaboration with all partners	30.4.2015
WP7. All partners provide a short description of the External committee members in each country	All partners	31.5.2015
WP7. All partners have to get in contact with the External committee providing members with proper information	All partners	30.4.2015
WP7. Final scientific publication: all partners prepare a 2000 characters (one page max) abstract of chapters' contents	All partners	20.4.2015 (see also specific document)