

Minutes Report
"Better e-Learning for All"
2015-1-TR01-KA204-021954
ERASMUS+ KA2 Strategic Partnerships for Adult Education
Turkey, Closing Meeting, 09 -10 November 2017

Attendees:

1. Prof.Dr.Faruk Karadağ (Çukurova University -TR)
2. Prof.Dr.Sami Ekici (Firat University –TR)
3. Assoc.Prof.Dr.Gülden İlin (Çukurova University - TR)
4. Assoc.Prof.Dr.Muhammed Turhan (Firat University –TR)
5. Assoc.Prof.Dr.Yalın Kılınc Türel (Firat University –TR)
6. Çetin İlin (Çukurova University -TR)
7. Dr.Mesut Özönur (Çukurova University -TR)
8. Erdoğan Şimşek (Çukurova University – TR)
9. Sait Dinç (Çukurova University – TR)
10. Hatice Kılınc (MEGİDER - TR)
11. Özcan Yücel (MEGİDER- TR)
12. Jose Carlos Bronze (Aplod - PT)
13. Luisa Almendra Roque (Aplod – PT)
14. Assist.Prof.Dr. Jose Alberto Lencastre (University of MINHO – PT)
15. Paula De Waal (University of Ferrara - IT)
16. Dr.Panos Milios (DIAN Training Centre – GR)
17. Robin Beecroft (Searchlighter Ltd. – UK)

- All partners attended to the Closing Meeting

On Wednesday, 08th November, 2017

Partners arrived at the hotels in Adana, Turkey where the participants would stay.

On Thursday, 09th November, 2017

The delegates met at "hotel lobby" in Adana and came together in the Meeting Hall. The Closing Meeting was held in the "Meeting Hall" with the participation of the partner countries' delegates.

Çukurova University welcomed all participants through the speeches of the director, Prof.Dr.Faruk Karadağ and the coordinator, Çetin İlin.

As the host partner, the coordinator Çetin İlin from Çukurova University made a welcome speech in the name of all partnership and thanked the partners for joining into the meeting. He said he would be happy for each partner's participation and he was sure that there would be a very effective and productive meeting by adding the partners' suggestions and opinions.

Prof.Dr.Faruk Karadağ, Director of Adana Vocational School of Higher Education made a welcome speech and he explained the importance of e-learning programs in Çukurova University.

Jose Bronze, APLOAD, Portugal reviewed of the agenda and read the Braga's minutes previously released by University of MINHO, so the document was officially approved by the partnership.

Çetin İlin proceeded with the presentation about the state-of-arts of the project up to the moment.

IO1 and IO2 intellectual outputs were reviewed and agreed by the partners and they were uploaded in both ERASMUS+ Project Results page and Better-e website.

Jose Lencastre, from UMinho, Portugal made a presentation about the state-of-arts of IO3 which was worked out by the partnership under the leading of Çukurova University. Following presentation, Panos Milios from DIAN, Greece informed that they cooperated with the University of Piraeus who were researching on CADMOS software, so a combination of the best features of each platform was released for Better-e. UMinho and Apload with University of Ferrara's participation in Braga proceeded with the test and use of IO3 and IO5 and assessed the need and importance of adding and changing features all along.

Lencastre presented the developments of IO5, as a meta-course (a course for those who would be creating courses). The testing session of this book was booked and will be sent to the coordinator. The pedagogical materials covered a course of 50 hours, being 25 online learning and 25 presence based. Lencastre informed how this work was the theory basis for the production of IO6. Jose Bronze recalled that since the partners were contributing to IO6, the names of (some) contributors would have to appear as co-author of the document, just like the case of IO2.

Project partners all went to have lunch after these preparations and information about the IOs. After lunch, The meeting started at 14:30 as agreed in the agenda (enclosed) proposed by the Coordinator.

As was indicated in the Agenda of the meeting; in the afternoon session; the partners continued working on the IOs.

Concerning the testing of IO5, the intellectual output 5, Bronze was the one providing the information to University of Ferrara, as he was also doing for concerning IO4. He previously met Panos via skype meeting in order to collect information to pass on to University of Ferrara. They agreed with the methodology. The information was provided to University of Ferrara.

Regarding with the IO6, a scientific paper (with the contributions of some partners) was prepared and sent to MoodleMoot 2017 Conference in Italy by Paula De Waal from University of Ferrara and it was accepted to be presented and published as an article.

Robin Beecroft, from Searclighter, UK presented the state-of-arts of IO7. Lencastre from UMinho and Robin collected all the articles coming from different institutions from all over the world, did the proofreading, prepared the page design and layout of the book. The last version of the book (IO7) was sent to Çukurova University, the coordinator at the end of October. The coordinator sent it to Öz Karacan Ltd. Printers and Binders Company in Istanbul to be published at the beginning of November. The books were published in the first week of November and sent to the coordinator as a book and handed in the second day of the meeting and delivered to the partners. The IO7 as a book format was uploaded to the ERASMUS+ Project Results page and Better-e web page.

After the Coffee break, Project Team went on working on Better-e web-site (www.better-e.eu) and the portal (<http://better-e.eu/uzak/login/index.php>).

The partners all had a discussion on better-e framework and intellectual outputs of the project and they agreed on the framework.

The partners all went to dinner after the meeting.

On Friday, 10th November 2017

On the second day, the partners went on working and discussing on the tasks in development of the IOs.

Concerning the Quality Assurance Plan, Jose Bronze informed that the internal questionnaire was analyzed and he presented the internal evaluation report.

Lencastre agreed to write and prepare a User Manual of Moodle Platform to facilitate effective use of the Moodle Platform.

Concerning Dissemination activities;

University of Ferrara finished the Facebook Page so each partner was able to feed it and disseminate the project widely in their networks.

Jose Bronze had informed that he had made a full revision of the web site and sent the results to Çetin İlin who took actions on correcting all the identified situations. They were all done.

Some videos and important figures on visualisation were uploaded to YouTube account.

Çetin İlin asked all the partners to complete the Newsletters until the end of November.

Çetin İlin informed that all the information of this closing meeting would be published in national newspapers and in official page of Çukurova University's News Centre in November.

After the results of these discussions, please have a look below.

The participant partners all agreed on the following actions:

- ⇒ The draft tables of financial issues will be sent to the partners by the coordinator until the last week of November.

- ⇒ The coordinator will be sent the required documents related with financial issues for Final Report by each partner until the end of December
- ⇒ If all documents are provided by the partners, the coordinator will apply for the Final Report form.
- ⇒ The Closing Minutes Report and the fifth Newsletter will be drafted by Cukurova University until the first week of November, 2017.

At the end of the meeting, Çetin İlin delivered the participants' certificates and thanked the partners for their joining into the meeting and sharing their experiences and collaborations in the consortium throughout the project.

In the afternoon and the night of the second day, there was a city tour and cultural activities held by the host partner, Çukurova University, TR.

On Saturday, 11th November 2017

The partners whose flights were on Saturday afternoon went back to their countries safe and sound.