

## DILABS – Programme\* of the 3rd Transnational Meeting

\*The timetable is purely indicative and may evolve according to specific needs identified during the two-day meeting. Nevertheless, all the topics shall be discussed during the seminar.

### Day 1 – Monday 17 September 2018

Time	Contents	Leader Organization	Speaker/Leader
8:30	<b>Welcoming and registration of participants</b>	Futuro Digitale + USTL	
9:00	<b>News on the on-going project</b> <ul style="list-style-type: none"> <li>- Review of the 2nd intermediate report (from the NA)</li> <li>- Reminder of the Milestones</li> <li>- Program of the transnational meeting</li> </ul>	U Lille DFCA	Sandrine Bonnet
9:30	<b>Presentation of the evolution of the platform (O5)</b> <ul style="list-style-type: none"> <li>• Evolution of the architecture and proposition for the organisation of the contents, topics, categories...</li> <li>• Details will be discussed for each outputs. <ul style="list-style-type: none"> <li>- Proposition of menus for the courses</li> <li>- Distribution of tasks for the integration of new contents and evolution of the platform (<i>will be discussed with the following presentations</i>)</li> </ul> </li> </ul>	U Lille DFCA Inercia Digital	Sandrine Bonnet Borja V. Muñoz
<b>10:15</b>	<b>Coffee break</b>		
10:30	<b>Analysis of professional activities with videos (O3) linked to O1</b> <ul style="list-style-type: none"> <li>• Finalisation of contents and pedagogical activities for the O1 (<i>Collegium Balticum</i>)</li> <li>• Proposition of topics : analysis of the video of a “cook” (<i>Portugal/Chef Lima</i>) (CFRG/AEJD)</li> <li>• Proposition of library of videos (O3) with user guides</li> <li>• Enriching the library</li> </ul>	U Lille DFCA	Collaborative workshop Fabienne Gantier
11:30	<b>Presentation of the contents for the O2</b> <ul style="list-style-type: none"> <li>• Synthesis of contents sent by partners</li> <li>• Additional details from the partners on the contents</li> <li>• Proposition of users guide, topics, architecture for the Vademecum</li> <li>• Distribution of tasks for the integration of contents in Moodle on this output</li> </ul>	U Lille DFCA	Collaborative workshop Véronique Chabot
<b>12:30</b>	<b>Lunch break</b>		

*Day 1(continuation)*

Time	Contents	Leader Organization	Speaker/Leader
14:00	<p><b>Presentation of the videos (linked to pedagogical activities)</b></p> <ul style="list-style-type: none"> <li>• Integration of O4 in Moodle</li> <li>• Articulation of contents O2 with O4 in Moodle</li> <li>• Proposition of the architecture, and “deliverables”</li> </ul> <p><i>The contents will be linked to the evolution of discussions during the day.</i></p>	U Lille DFCA	Collaborative workshop
15:00	<p><b>Presentation of the outputs 6 and 7</b></p> <ul style="list-style-type: none"> <li>• Target</li> <li>• Contents (summary)</li> <li>• Deadlines</li> <li>• Integration in Moodle Platform</li> </ul> <p><i>Distribution of tasks according to the application.</i></p>	HIOA / Oslomet	Marit Stenberg Ellen Beate
<b>16:15</b>	<b>Break</b>		
16:30	<p><b>Presentation of the learning activity C2 in France (5<sup>th</sup> November – 9<sup>th</sup> November 2018)</b></p> <ul style="list-style-type: none"> <li>• <i>Target</i></li> <li>• <i>Place and Activities</i></li> <li>• <i>Communication</i></li> </ul> <p><b>Proposition for the learning activity C1 in France (2019)</b></p> <ul style="list-style-type: none"> <li>• <i>First draft</i></li> </ul>	U Lille	Sandrine Bonnet Véronique Chabot Fabienne Gantier
17:30	<b>Synthesis of the discussions</b>	All partners	
18:00	<p><b>Conclusion of the day and milestones for the evolution of DILABS project.</b></p> <p>First draft of timetable for the next steps of DILABS, next guidelines and suggestions for the organisation of Day 2</p>		
<b>18:30</b>	<b>End of the 1st Day</b>		

## Day 2 – Tuesday 18 September 2018

Time	Contents	Organization	Speaker
8:30	<b>Welcoming and registration of participants</b>	Futuro Digitale + USTL	
9:00	<b>Coordination meeting: financial report, balance</b> <ul style="list-style-type: none"> <li>• Number of days by IO: balance</li> <li>• Exceptional costs</li> <li>• Reporting / Supporting documents = timesheets and reminder on the rules</li> <li>• Next reporting on the mobility</li> </ul>	U Lille	Sandrine Bonnet
<b>10:45</b>	<i>Coffee break</i>		
11:00	<b>Coordination meeting: dissemination</b> <i>Proposition for the Multiplier events</i> <ul style="list-style-type: none"> <li>• <i>Target</i></li> <li>• <i>Calendar</i></li> <li>• <i>Communication</i></li> </ul> <i>We have to end with a clear vision of the organization of the events to be able to communicate on it</i>	All partners involved in this activity. CFRG/AEJD IES Jacaranda Collegium Balticum U Lille	
11:45	<b>Coordination meeting: learning activities</b> <ul style="list-style-type: none"> <li>• Exchanges on the 2 study visits and added-value of the activity on the project</li> <li>• Proposition for the organisation of the learning activity C5 (<i>place, dates, target...</i>)</li> </ul>	U Lille Glafka CFRG/AEJD HIOA	
<b>12:30</b>	<i>Lunch break</i>		
14:00	<b>Proposition of individual interviews, and discussions</b> - clarification on the production of the intellectual outputs - clarification of financial, management issues <b>Proposition of further interviews or discussions on wednesday 19/09/2018 morning (optional).</b>	All partners	
15:15	<b>Coordination meeting : communication tools</b> Website, Facebook... ; articles from participants; flyers ? Tools to communicate on learning sessions, multiplier events , ... Budget: exceptional costs for printing.		

*Day 2(continuation)*

<i>15:45</i>		<i>Break</i>	
16:00	<p><b>Follow-up of the project</b>                  Anticipating the closure of the project to determine the milestones for the follow-up of the project.  <b>Proposition of a workplan</b> for the last year for the evaluation and valorization of the results (outputs, activities...) with our external evaluator Roseline LeSquere                  Opportunity of determining a Copyleft for the contents / Open ressources.</p>	All partners Ulille (with the support of UBS)	Sandrine Bonnet
<i>17:30</i>	<i>Milestones and conclusion of the evolution of DILABS</i>		
<i>18:00</i>	<i>Closure of the meeting with Futuro Digitale and ULille</i>		

*End of the 3<sup>rd</sup> transnational meeting*

**Optional, informal, and formal discussions**

*As some partners leave later, this is an opportunity to end the discussions, in an innovative way with individual interview, or discussions in small groups, in a formal or informal context. Any subject can be added : evaluation / administrative issues / specific issues / follow-up... / production of contents / evolution of the partnership... / cooperation...*

**Wednesday 19 September 2018**

*\*the timetable is purely indicative, and not compulsory.*

Time	Contents	Organization leader	Partner