



Deliverable 5.1 - Report from the Training in Aveiro Portugal

WP5 - ORGANISATION OF TRAINING COURSES

European Digital Learning
Network ETS, November
2023



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1. Introduction

Digit Edu 2023 (Promoting cooperation and research to address the digital needs in the area of education and training in Europe–Year 1) is a project funded by the European Union under the Erasmus+ programme, Civil Society Cooperation in the fields of Youth, Education and Training.

The **European Digital Learning Network ETS (DLEARN)** participates in this project, which runs from January 2023 and December 2023, **as a single partner**.

DLEARN is a non-profit association aimed to embrace the challenges brought by the digital revolution in terms of digital skills mismatch, toward an inclusive digital society. DLEARN pursues the aim of contributing to the objectives defined in the "Digital Agenda" through the implementation of what is necessary for the creation of the so-called "Digital Skills in the economy and European society" pillar. In addition, DLEARN's activities are designed and implemented to be in line and to concretely and positively contributing to the Digital Education Plan 2021-2027 to generate new opportunities for the education and training organisations, policy makers, researchers at national, EU and international level.

In Digit Edu 2023 project, **DLEARN is committed to the following objectives:**

1. To raise awareness and contribute to the realisation of the European Education Area and the Digital Education Plan.
2. To contribute to the development of policies at European level on the topic of digital skills and digital transformation.
3. To promote cooperation between EU organisations for the promotion of digital education and digital needs.
4. To promote the participation of organisations in the Erasmus+ programme, the European Solidarity Corps and other EU programmes.
5. To facilitate exchange of good practices, results and experiences among stakeholders for an inclusive digital society.
6. To increase stakeholder commitment and cooperation with public authorities for the implementation of policies and reforms in line with the European Education Area objectives.

The **Digit Edu 2023 Work Plan** includes in total **6 Work Packages (WPs)**, listed as follows.

Two are horizontal:

- **WP1 - Project Management and Coordination**, which will ensure smooth application of activities.

- **WP6 - Dissemination, Sustainability and Impact**, which will ensure DLEARN's outreach.

The other four WPs are for implementation:

- **WP2 - Organisation of Conferences**, which will organise 1 annual DLEARN conference in Brussels and 2 satellite conferences hosted by DLEARN members.
- **WP3 - Networking**, which will organise 2 networking events and participation of DLEARN in EU wide networks.
- **WP4 - Research**, which will launch 2 researches, one on "Digital Skills and Jobs", and one on "Digital Footprint".
- **WP5 - Training**, which will organise three training courses and four webinars.

This document represents the **Deliverable 2.2 - Report from the training course organised in Aveiro, Portugal**, which contains the conference proceeding and the participants' inputs on the thematic areas of the training days. This report is in English and available in Portuguese.

2. Preparation of the event

The training course titled “Building capacity of new coming organisations in EU projects” was planned to take place in Portugal, precisely in the town of Aveiro, in collaboration with the School José Estêvão - Escola Secundária José Estêvão (AEJE)- at the premises of such school which cooperated with Dlearn for the implementation of the training course. The course was organised in three different days in October 2023 (23rd, 24th and 25th) covering each one a specific aspect of the main thematic area of this training.

The preparation of this training course was carefully planned well in advanced by involving a total of 42 people from AEJE and DLEARN and reaching out to other people outside of the organisers, demonstrating the impact of such training days on the local community and its awareness and willingness to be part of innovative ideas and methods explored by DIGITEDU 2023 project. To successfully involve those persons some measures were taken in the preparatory phase:

The agenda was prepared, the venue was set at the premises of AEJE building and the days selected to run the training course; then a mailing list was created to recruit potential attendees and participants and lastly different sectors and representatives of the local community were contacted to insure the full involvement of educational stakeholders and wider public, not only school related one.

In particular, when selecting the invitees to the 3 days training course, two main categories were engaged as preferred audience:

1. Trainee teachers from two different universities and their trainer teachers in order to let them acquire tools to view the ERASMUS+ Program as a facilitator and enricher of curriculum management;
2. University level professors in order to guarantee the participation of universities and their connections and networks to a training conceived from a European perspective.

The main goal was to attract ha wide representation of educational sphere so also other stakeholders such as the representative persons of High Education Organisations, of Institute of Employment and Vocational Training; other School directors and school leaders; Training Center Director; parents’ associations and sports clubs’ representatives were invited to attend the Training Course.

3. Detailed description of the event

The training course was organised in three different days – 23rd, 24th and 25th October 2023- taking place for all the three days at the Portuguese School José Estêvão in Aveiro. Each training day of the course dedicated to the main topic of building capacity of new coming organisations in EU projects lasted approximately three hours and entailed a theoretical presentation followed by more interactive, Hands-on sessions structured as workshops for the sake of participant’s practice. Three main thematic areas – namely a) How can EU project benefit newcomers; b) the right projects for newcomers and c) How to be involved in EU projects were explored and further expanded during the training course titled “Building capacity of new coming organisations in EU projects”. The speakers during the 3 days training course were Ms. Maria Gloria Leite, the current School Director of the Schools cluster AEJE; Mr. Fernando Delgado who currently recovers the position of Deputy Director of AEJE and responsible person for all ERASMUS+ co-founded projects implemented by this Portuguese school; Mr. Gianluca Coppola, President of Dlearn and expert in European level projects and Ms. Beatrice del Nero, project manager at Dlearn. The training course structure was set up similarly for each of the 3 days so that consistency was insured for the whole duration.

The first day, 23rd October 2023, started in the afternoon with a warm welcoming of participants and explanation of the training course program day by Ms. Leite followed by the intervention of Dlearn staff, Ms. Del Nero who introduced to attendees her organisation -European Digital Learning Network ETS- and the DIGIT EDU 2023 project, with a particular emphasis on its scopes, target groups and results. The theoretical part of the day was covered by Mr. Delgado with his presentation on how EU projects can benefit newcomers. After that another session was opened during which the very same speaker gave useful tips and shared his expertise on writing EU projects. The first day of course was hence closed by an open discussion about the topics of the day and some questions and answers slot.

The second day dedicated to the training course was the afternoon of 24th October 2023. The usual welcoming of participants and explanation of the programme of the day was followed by an insightful presentation and explanation of the right projects for newcomers provided by Ms. Del Nero who focused her attention in particular on learners and their specifics as target groups. Another useful intervention was made then by Mr. Delgado who offered some best practices from winning past projects in order to illustrate the ‘must do’ for an EU co-founded activity. The day continued with a practical workshop during which attendees brainstormed ideas for their first EU project and worked in group moderated by AEJE and Dlearn staff. The closing remarks wrapped up the topics covered and offered the occasion for questions and relative answers.

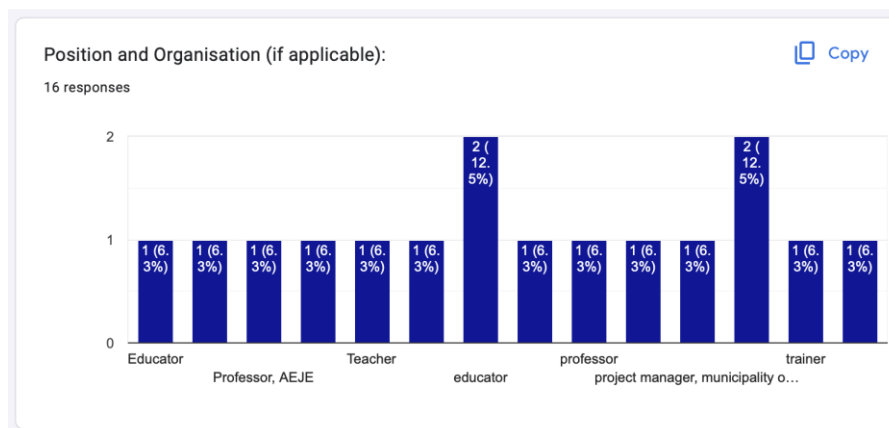
The last day of the training course dedicated to building capacity for newcomers’ organisations was the 25th October 2023.

The attendees were welcomed by Ms. Leite who introduced the programme of the day. The floor was then of Mr. Delgado, with his presentation and speech on how to be involved in EU projects. This session offered an overview of main rules and conditions of the Erasmus+ programme in order to inform also new potential organisations dealing with their first experience within EU co-founded activities. The same speaker delivered another illustrative presentation on creating effective partnerships and identifying target groups. The presentation was accompanied by practical examples from previous projects. Maintaining the structure of the previous training days, the course foresaw a workshop; this time on building a project consortium. Participants implemented such exercise and an open discussion moderated by AEJE staff followed. The day, being the closing one for the whole training course, was concluded with an overall wrap up and lesson learnt from the 3 days.

The 42 participants to the training course "Building capacity of new coming organisations in EU projects" organised in the framework of DIGITEDU 2023 projects were quite different people in terms of backgrounds, countries of origin and professional status. The educational world as its wider was represented and all attendees showed a deep interest and motivation. The open discussion moments and brainstorming sessions helped the sharing of expertise and testimonies, while the hands-on practical activities and exercises as well as the analysis of good practices and examples from other/previous projects and initiatives were also very helpful and crucial for the training richness and for its sustainability.

4. Follow-up

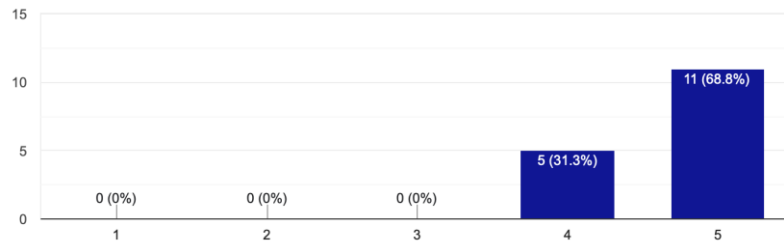
The evaluation and follow-up of the three days training on “Building capacity of newcomers organisations in EU projects’ organised in October 2023 in Aveiro was guaranteed through an online questionnaire circulated among attending people. As it is understandable from the graphs reported below, a total of 16 people replied to such online survey and the results show a very good result in terms of attendees’ appreciation of the training and lessons learnt. The participants – whose position and organisations were investigated by the questionnaire; confirm their belonging to the educational field and policy related world- affirmed that the training course helped them in grasping how to work on EU project as newcomers actors (almost 70% said so). The course was highly rated also for what concerns its organisational aspects – venue, agenda, time scheduling, speakers, interactions- and the themes touched during it are clear to the totality of participants. Overall the training was extremely well rated gaining only 4 and 5 score – the highest possible in the scale used for this evaluation- and attendees reporting having appreciated the boosting of skills and competences covered by the course; in particular, they perceived an increase of knowledge in regards to the steps to do as newcomer organisation when building an EU co-founded project, setting up a consortium, writing phases and selection of target groups.



The topics covered helped me understand how to start working on European projects as a newcomer organisation:

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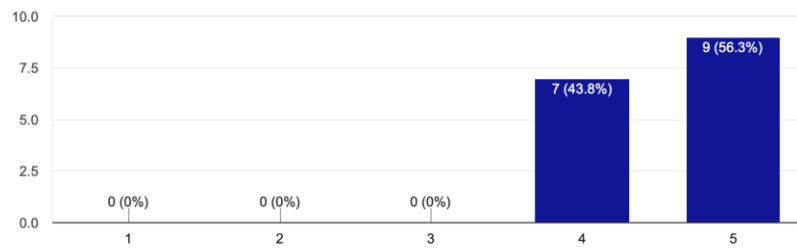
16 responses



The DIGIT EDU 2023 Training in Aveiro was very well organized (appropriate online venue, agenda, satisfactory speakers and panelists, appropriate time schedule, good interaction, etc.)

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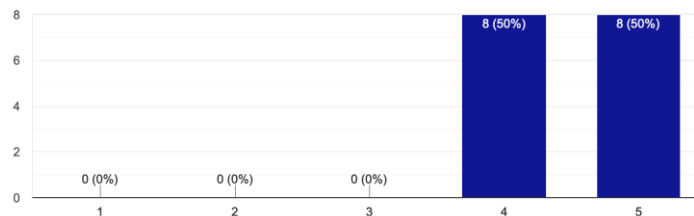
16 responses

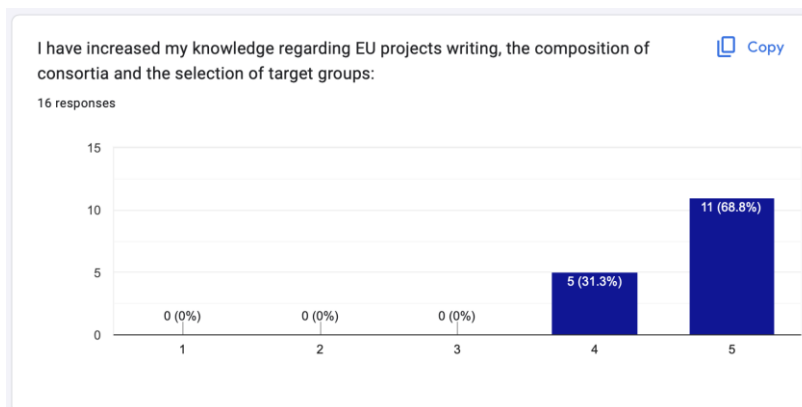
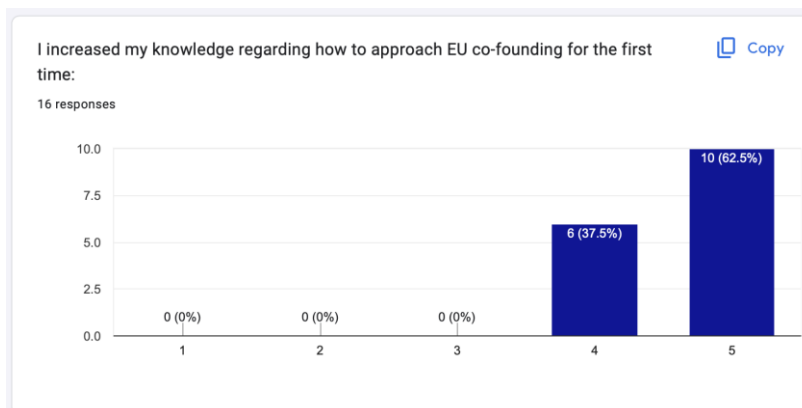
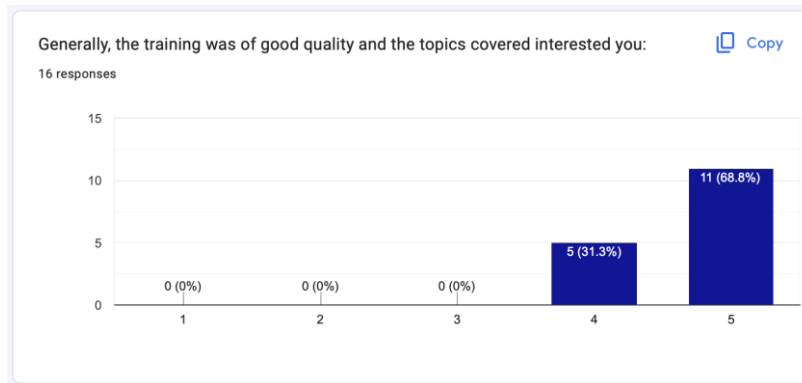


The Speakers were effective, skilled and helpful and the topics illustrated and discussed are clear:

[Copy](#)

16 responses





Do you have any comments or input that could help us improve the experience during our trainings?

8 responses

very nice training

-

i appreciated the workshops part

VERY INTERESTING, THANKS

nothing to add

very well organised

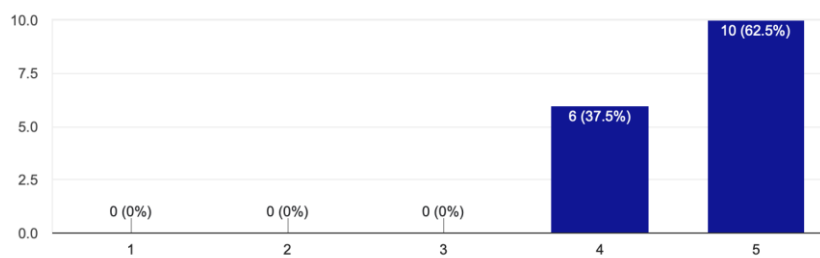
extend the training to 4 days

It was a good training for acquiring new knowledge regarding eu projects.

Please rate the 2023 DIGIT EDU Training in Aveiro with a final score where 1 is very low/poor and 5 is extremely high/very good:

 Copy

16 responses



5. List of Annexes

Annex 1 - The AGENDA

Annex 2 - The ATTENDANCE LIST (or the LIST OF PARTICIPANTS if the event was held online)

Annex 3 - PHOTOS

Annex 4 - QUESTIONNAIRES FILLED IN

Annex 5 - MATERIALS DISTRIBUTED DURING THE EVENT

Annex 1 - The Agenda



"Building capacity of new coming organisations in EU projects"

Training course in the framework of DIGIT EDU 2023 project

Dates: 23rd, 24th, 25th October 2023



Venue: Escola Secundária José Estêvão- Aveiro, Portugal

Agenda

DAY 1, Monday 23rd October, 2023

16:30-16:40

Welcoming of participants and explanation of the training course program day; Glória Leite

16:40- 17:00

Introduction to European Digital Learning Network ETS and DIGIT EDU 2023 project: scopes, target groups and results – Beatrice Del Nero

17:00-18:00

How can EU project benefit newcomers? Theoretical explanation-Fernando Delgado

18:00-18:30

Sharing expertise in EU project writing: which tips for newcomers? Fernando Delgado

18:30-19:00

Q&A and open discussion about the topics of the day- Glória Leite and Fernando Delgado

DAY 2, Tuesday 24th October, 2023

16:30-16:40

Welcoming of participants and explanation of the training course program day: Glória Leite

16:40- 17:10

The right projects for newcomers: diving into specifics for learners: Beatrice Del Nero

17:10-18:00

**The ‘must’ do for an EU project: presentation of best practices from winning past projects:
Fernando Delgado**

18:00-18:40

Practical workshop: My first EU project is on its way! Fernando Delgado

18:40-19:00

Q&A and open discussion about the topics of the day: Glória Leite

DAY 3, Wednesday 25th October, 2023

16:30-16:40

Welcoming of participants and explanation of the training course program day: Glória Leite

16:40- 17:20

**How to be involved in EU projects: overview of main rules and conditions: Fernando Delgado,
Glória Leite**

17:20-18:00

**The creation of effective partnerships and the identification of target groups: theory and
examples from previous projects: Fernando Delgado**

18:00-18:30

Practical workshop: Build your own consortium! Fernando Delgado, Glória Leite

18:30-19:00

Q&A and open discussion about the topics of the day - Fernando Delgado, Glória Leite

19:00-19:15

Wrap up of the 3 days training course and closure - Fernando Delgado, Glória Leite



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Annex 2 - The Attendance List (or the List of Participants)



"Building capacity of new coming organisations in EU projects"

Training course in the framework of DIGIT EDU 2023 project


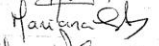


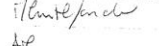

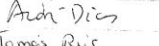
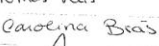

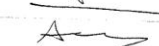






23rd, 24th, 25th October 2023 16.30 -18.30

	Name	Surname	Role	Organization	Signature
1	Manuel	Sousa	Director of Teachers' Centre of Life Formation	Centro Formação Associação de Escolas dos Concelhos de Aveiro e de Albergaria-a-Velha, Aveiro, Portugal	
2	Inês	Vieira	Trainee Teacher	Universidade de Aveiro, Portugal	
3	Mafalda	Fernandes	Trainee teacher	Universidade de Aveiro, Portugal	
4	Joana	Alves	Trainee teacher	Universidade de Aveiro, Portugal	
5	Sofia	Pereira	Trainee teacher	Universidade de Aveiro, Portugal	
6	Luis	Guerrinha	Director of Institute of Employment and Vocational Training	Instituto de Emprego e Formação Profissional- Centro de Emprego de Aveiro, Portugal	





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7	Jordan	Cruz	Trainee teacher	Universidade de Aveiro, Portugal	
8	Mª Júlia	Casal	Teachers' trainer	AEJE	
9	Mariana	Costa	Teachers' trainer	AEJE	
10	Margarida	Carvalho	Teachers' trainer	AEJE	
11	Mª de Fátima	Cantante	Teachers' trainer	AEJE	
12	Mª José	Cardoso	Teachers' trainer	AEJE	
13	Manuela Cristina	Sardo	Teachers' trainer	AEJE	
14	Ana Mª	Fraga Mota	Teachers' trainer	AEJE	
15	Pedro	Ferreira	Trainee teacher	Universidade de Aveiro, Portugal	
16	André	Dias	Trainee teacher	Universidade de Aveiro, Portugal	
17	Tomás	Reis	Trainee teacher	Universidade de Aveiro, Portugal	
18	Carolina	Brás	Trainee teacher	Universidade de Aveiro, Portugal	
19	António	Carvalho	Teachers' trainer	AEJE	
20	Rosa	Vaz	Teachers' trainer	AEJE	
21	Ana Isabel	Marques	Teachers' trainer	AEJE	
22	Xavier	Martins	Trainee teacher	Universidade de Aveiro, Portugal	



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23	Ana	Calado	Trainee teacher	Universidade de Aveiro, Portugal	
24	Ana Catarina	Almeida	Trainee teacher	Universidade de Aveiro, Portugal	
25	Ana Daniela	Ferreira	Trainee teacher	Universidade de Aveiro, Portugal	
26	Diogo	Moura	Trainee teacher	Universidade de Coimbra, Portugal	
26	Inês	Rocha	Trainee teacher	Universidade de Coimbra, Portugal	Diogo Almeida Moura
27	Pedro	Martins	Trainee teacher	Universidade de Coimbra, Portugal	Inês Rocha
28	Tomás	Pereira	Trainee teacher	Universidade de Coimbra, Portugal	Pedro Martins
29	Carolina	Alves	Trainee teacher	Universidade de Aveiro, Portugal	Tomás Pereira
30	Catarina	Vieira	Trainee teacher	Universidade de Aveiro, Portugal	Carolina Alves
31	Lúcia	Matos	Teachers' trainer	AEJE	Lúcia Matos
32	Carmen	Santos	Teachers' trainer	AEJE	
33	Ana Margarida	Costa	Teacher	ISCIA, Aveiro, Portugal - Higher Institute of Information and Administration Sciences.	Ana Costa
34	Carlos	Marques	School Director	Escola Artística do Conservatório de Música de Aveiro, Calouste Gulbenkian, Aveiro, Portugal	Carlos Marques
35	Jorge	Ventura	School Director	Agrupamento de Escolas de Estarreja, Portugal	
36	Beatriz	Bernardino	Trainee teacher	Universidade de Aveiro, Portugal	

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37	Ana	Rocha	Parent	AEJE Parents' Association	
38	Marta	Lopes	Parent	AEJE Parents' Association	
39	António Álvaro	Martins	Agrupamento de Escolas de Estarreja	Agrupamento de Escolas de Estarreja	
40	Mª da Glória	Silva	Rede Escolas Associadas da UNESCO. Agrupamento de Escolas de Estarreja.	Agrupamento de Escolas de Estarreja	
41	Carlota	Fernandes Tomás	Professor	University of Aveiro	
42	Ricardo	Silveira	Parent	AEJE Parents' Association	
43	Verónica Bernardes	Bernardes	Trainee Teacher	Universidade de Aveiro	
44	Lúcia	Costa	Trainee teacher	Universidade de Aveiro	Lúcia Costa
45	Rubén	Portia	Trainee teacher	Universidade de Aveiro	Rubén Portia
46	JOÃO PARRAL			Universidade de Aveiro	João Parral
47				Associação	
48	Ruiyana	Shalansuan	President	Know and Care Association	
49					
50					


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D. António,
Ruiyana

Annex 3 - Photos





Annex 4 - Questionnaires filled in



DIGIT EDU 2023 "Building capacity of newcomers organisations in EU projects"- Aveiro -Evaluation form

Thank you for your participation to DIGIT EDU 2023 Training "Building capacity of newcomers organisations in EU projects " organised by **European Digital Learning Network ETS in cooperation with School Joao Estivao (AEJE)**.
We kindly invite you to fill in the following form, your feedback is valuable.

hani.fjr@gmail.com [Switch account](#) 

 Not shared

** Indicates required question*

Position and Organisation (if applicable): *

Your answer _____

The DIGIT EDU 2023 Training in Aveiro was very well organized (appropriate online venue, agenda, satisfactory speakers and panelists, appropriate time schedule, good interaction, etc.) *

1 2 3 4 5

Totally disagree Totally agree

The Speakers were effective, skilled and helpful and the topics illustrated and discussed are clear: *

1 2 3 4 5

Totally disagree Totally agree

Generally, the training was of good quality and the topics covered interested you: *

1 2 3 4 5

Totally disagree Totally agree

The topics covered helped me understand how to start working on European projects as a newcomer organisation: *

1 2 3 4 5

Totally disagree Totally agree

I have increased my knowledge regarding EU projects writing, the composition of consortia and the selection of target groups: *

1 2 3 4 5

Totally disagree Totally agree

I increased my knowledge regarding how to approach EU co-founding for the first time: *

1 2 3 4 5

Totally disagree Totally agree

Do you have any comments or input that could help us improve the experience during our trainings?

Your answer

Please rate the 2023 DIGIT EDU Training in Aveiro with a final score where 1 is very low/poor and 5 is extremely high/very good:

1 2 3 4 5

Very Low/ Bad Extremely High/ Very Good

Submit

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Annex 5 - Materials distributed during the event





EUROPEAN DIGITAL LEARNING NETWORK ETS

 A Digital Single Market cannot be achieved without a properly e-skilled society

SHARING, CONNECTING MULTIPLYING, ENHANCING

 We aim to embrace the challenges brought by the digital transformation in terms of digital skills mismatch and digital learning opportunities

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