**LTTA in Paikuse, Estonia 24 – 28 September 2018**

**Minute**

This Learning, Teaching and Training activity was hosted in Paikuse, Estonia from 24 - 28 September 2018. It was attended by members of partner countries as follows: Spain – 5 staff members, Turkey - 4, France - 4, Germany – 4 and Estonia – 7 staff members.

The overall aim of this LTTA was to meet our project partners again in a face to face meeting, to engage in and sample the life of our school and to allow partner countries to see our education system in practice, to assess and evaluate teaching and learning practices in our classrooms and to forward plan in the respect of how they could use teaching styles and strategies adopted here into their own education system in their respective countries. Participants also engaged in a number of practical, educational workshops during their stay which aimed to equip them with new or the enhancement of existing skills to continue to put our current project into practise. Participants also were introduced to the cultural and historical aspects of our locality and were given ample opportunities to immerse themselves in our local traditions and cultures. A detailed outline of our visit is below.

**All the partners had the following tasks before the mobility:**

* Writing strategies module will contain minimum 25 pages (A4). The module will be conducted in English, but later it will be translated by each partner in his/her language.
* Module: electronically ( issuu) + printed form.
* A[general template](http://literacyourfuture.pbworks.com/w/page/121167777/Guide%20%22The%20Teaching%20of%20Living%20Abilities%20with%20Literacy%3A%20A%20Training%20Manual-%20Writing%20Strategies%29) for the manual will be provided by the coordinator.
* Each partner will explain **5 different writing activities already implemented in their language lessons**as well as filling in a **grid** which summarizes other key contents (objectives, resources needed, cross-curricular issues, catering for diversity etc). Since we're beginning the scholar year, It would be convenient to include some activities you've previously done**. Deadline:  20th September 2018**. The edition of the module will be open until 15th October.
* Include photos taken during activities (compulsory)
* Include links for **recorded videos** (with English subtitles, if needed) during activities.**Videos must be uploaded on our** [**project youtube channel**](https://www.youtube.com/channel/UCwOjqSnkAlZil1IfOrRd78g)**.** Please indicate a description. Link must be posted in everybody’s section of the manual. (optional)
* Estonian partner can provide us with a printed version of the activities file (from the wiki) at their school ( if needed).
* **French partner**: there must be a revision of the project website. Mobilities and modules must be added.
* Estonian partner must send everybody **invitations letters**and start filling in the Estonia folder on the wiki with information about arrivals, participants etc… as we did in the rest of the mobilities.
* **Europasses** files must be done for those teachers who need.
* We must get an individual and group **certificate** of the mobility ( done by host partner)
* **New French coordinator**, Ms. Akila Bechikh, must register on Etwinning.
* **French and German partner**: revising our project application form, it is needful to do a minutes file from your respective mobilities. You will be provided with an [example](http://literacyourfuture.pbworks.com/w/page/119732400/Minutes) as well as a [template](http://literacyourfuture.pbworks.com/w/page/128511738/Minutes%20Template) to fill in. This must be signed by your headmistress/headmaster and send it to the coordinator scanned by mail.

**Workshops and activities:**

* Presentations on writing activities by each partner, reflection and discussion on activities followed.
* Guided tour at Paikuse Basic School (guided by students)
* Guided tour in Pärnu.
* Visiting the Town Hall, meeting the Deputy Mayor there.
* Visiting Pärnumaa Vocational Education Centre.
* Visiting lessons at Paikuse Basic School (English, Russian, Estonian, literature, integrated lessons) discussions afterwards.
* How writing is taught in partner countries, exchanging experience and brainstorming, the positive and negative sides of different methods.
* Flip the Classroom- introduction, examples and practical activities (each partner country created flips on greetings and everyday language).
* Visiting Türi Broadcasting Museum, creating TV news.
* Visiting Wittenstein Time Centre in Paide Tower having a guided tour there.
* Writing activities: text messages, story writing using certain words, “chatting”.
* Preparation for the students’ activity during the next mobility (a story writing).

**In the coordinators’ meetings**

* the project coordinator Raquel Abad made a presentation on the process of the project;
* the partners discussed, assessed and fixed the present situation;
* the partners agreed that everybody has fulfilled all the tasks and done even more comparing the application;
* the dates of next mobilities have been fixed: LTTA in Estonia 24 – 30 March 2019, TPM in Turkey 29 April – 3 May 2019;
* the tasks for the next mobilities were discussed.

**Tasks for partners after mobility:**

* Each partner will organise activities to **disseminate the module** among the scholar community as well as the activities suggested to ensure the sustainability of the project.
* Each partner is responsible for **dissemination updates**: local press, school website, project blog and other social networks (Facebook, Instagram, Twitter). The Coordinator will also update project facebook.
* After mobility, Estonian partner will prepare **minutes**  ([template provided](http://literacyourfuture.pbworks.com/w/page/128511738/Minutes%20Template)) of the mobility + **newsletter** of the C3 mobility**.**
* As we've been doing so far, it's important to send partners **a questionnaire online** to get their feedback and keep on improving next mobility
* Task outcomes must be **shared with the rest of the scholar community**.