**Partners’ Role – Pixel**

**Activities to be carried out related to**

**“IO1 – Student's Assessment Toolkit”**

**Activity IO1.1**

Creation of all templates needed for carrying out the activities

**Expected results:**

Template: IO1.A – Assessment Tools

Template IO1.B – Review Tool

**Start Date**: 1 September 2018

**End Date**: 15 October 2018

**Activity IO1.2**

Development of the section of the portal by Pixel (IT).

**Expected results:** Availability of the dedicated project portal section.

**Start Date**: 1 October 2018

**End Date**: 30 November 2018

**Activities to be carried out related to**

**“IO2 - Guidelines for Teachers on Inclusive Education”**

**Activity 2.1**

Creation of all the templates needed for carrying out the activities

**Expected results:**

Template: IO2.A – Existing Video Review

Template: IO2.B – Video Lessons

Template: IO2.C – Teaching Material

Template: IO2.D – Teaching material review

**Start Date**: 1 April 2019

**End Date**: 30 April 201

**Activities to be carried out related to**

**“IO3 – Community of Practice”**

Activity IO3.1

Creation of all the templates needed for carrying out the activities

Expected results:

Template: IO3.A – Structure of the Community

Template: IO3.B – Contribution Form

Template: IO3.C – Good Practice Form

**Start Date**: 1 May 2020

**End Date**: 30 May 2020

**Activities to be carried out related to**

**“TA – Training Activities”**

Activity TA1

Production of templates for the organisation of a 5 days training event in Braganca to train Maths lecturers to the use of TEL (Technology Enhanced Learning) to assess their first year students’ gap in Maths knowledge and to teach them the necessary Maths concepts.

The training activity is scheduled for the November 2020

Expected Results:

Training Programme

Certificate for the participants

Definition of the contents for the Europass and of the ECTS credits

Start Date: April 2020

End Date: May 2020

**Activities to be carried out related to**

**“PM – Project Management”**

Activity PM1.1

Creation of all the templates for carrying out the activities.

Expected results:

Template: PM1.A – Student Information

Template: PM1.B – Lecturer Information

Template: PM1.C – Role of the target groups

Template: PM1.D – In progress activities reports

Template: PM1.E – Financial Manual

Template: PM1.F – Financial Forms

Template: PM1.G - Template of Mobility Declaration

Start Date: 1 November 2018

End Date: 15 November 2018

Activity PM1.2

Participation in Partners Meetings.

1st Meeting: Florence (IT) 2nd Meeting: Limerick (IE)

3rd Meeting: Kaunas (LT) 4th Meeting: Braganca (PT) 5th meeting: Iasi (RO)

**Meeting Date:**

1° meeting: October 2018

2° meeting: May 2019

3° meeting: December 2019

4° meeting: July 2020

5° meeting: February 2021

Activity PM1.4

In Progress reporting on activities

Production and Uploading of Project Activities Report Forms.

Expected results by each partner:

In progress Project Activities Report**.**

Time Schedule:

30 November 2018-2019-2020

28 February 2019-2020-2021,

30 May 2019-2020,

30 August 2019-2020

Activity PM1.5

Financial Report

Production of Project Financial Report.

Expected results by each partner:

Project Financial Report.

Time Schedule:

Progress: 30 April 2019

Progress: 15 October 2019

Final: 15 March 2021

**Activities to be carried out related to**

**“PM2 – Dissemination”**

Activity PM2.1

Creation of all the templates needed for carrying out the activities.

Expected results:

Template: PM2.A – In progress dissemination reports

Template: PM2.B – How to write the Best Practice Dissemination Report

Start Date: 1 September 2018

End Date: 30 September 2018

Activity PM2.3

Creation of a Facebook page.

Expected results:

Facebook page

Start Date: 1 October 2018

End Date: 30 November 2018

**Activity PM2.4**

Dissemination trough Facebook:

Partners must upload at least 1 post per month on the activities carried out at national level.

Start Date: 1 December 2018

End Date: 28 February 2021

Activity PM2.6

Organization of 1 dissemination event on the project every month and uploading the dissemination events description on the project web site.

Expected results by each partner:

Filling in of the dissemination form on the project web site (every three months)

Time Schedule:

30 November 2018-2019-2020

28 February 2019-2020-2021,

30 May 2019-2020,

30 August 2019-2020

Activity PM2.7

Production of the best practice dissemination report.

Expected results by each partner

One progress and one final Best Practice Dissemination Report.

End Date for Year 1:

15 October 2019

End Date for Year 2:

15 February 2021

**Activities to be carried out related to**

**“PM3 – Exploitation”**

Activity PM3.1

Creation of all the forms, guidelines and documents needed for carrying out the activities.

Expected results:

Template: PM3.A - Associated Partner Letter

Template: PM3.B - Associated Partner Information

Template: PM3.C - Exploitation links

Start Date: 1 September 2018

End Date: 30 September 2018

Activity PM3.2

Involvement in the project of at least 6 organizations (3 per year) operating in the field of education, who will join the project as associated partner filling in the Associate partner form. They will be also inserted as Associate Partners on the project portal.

Expected results by each partner:

- 6 letters of participation in the project as associate partners (3 per year)

- 6 Associate Partners template filled in (3 per year)

End Date for Year 1:

15 October 2019

End Date for Year 2:

15 February 2021

Activity PM3.3

Publication of announcements on 6 portals (3 per year) or websites addressed to teachers.

Expected results by each partner

- 6 exploitation links (3 per year).

End Date for Year 1:

15 October 2019

End Date for Year 2:

15 February 2021

**Activities to be carried out related to**

**“PM4 – Quality and Monitory Plan”**

Activity PM4.1

Creation of templates needed for carrying out the activities.

Expected results:

PM4.A – Quality Plan

Template: PM4.B – Project Meeting Evaluation Questionnaire

Template: PM4.C – Teachers’ Evaluation Questionnaires for Intellectual Outputs

Template: PM4.D – Tool for questionnaires analysis

Template: PM4.E – How to write the Evaluation Report on Intellectual Outputs

Start Date: 1 September 2018

End Date: 30 September 2018

**Activity PM4.2**

Production of the issues of the Quality Plan.

Expected results:

3 issues of the Quality Plan.

Time Schedule:

1st issues: October 2018

2nd issue: September 2019

3rd issue: February 2021