

**MINUTES
and
MAIN RESULTS
of the
MEETING**

**held on 8 to 11 October 2007
in BRITISH HELLENIC COLLEGE, Athens**

In this Meeting, **representatives of the partners** from Germany, Greece, Spain and Bulgaria took part. Only the partners from Porto were missing.



The meeting was held on three days, also including a pilot mobile foreign language training of students with the help of the developed mobile learning system. The meeting was held with the following agenda:

AGENDA

1. Welcome Address by **Mr. K. Karkanias**, President of BRITISH HELLENIC COLLEGE to the Meeting participants.
2. Introduction of the Meeting participants.

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3. Presentation for DELTA INTERNATIONAL EDUCATIONAL AND DEVELOPMENT ASSOCIATION by **Mr. K. Karkanias**, President.
4. Presentation for BRITISH HELLENIC COLLEGE by **Mrs. H. Kollia**, Dean of Undergraduate Course.
5. Presentation for school and the development of multimedia educational material for Greek Language to foreigners by **Mrs. V. Kavagia**, Head of Hellenic Language School “Alexander the Great”
6. Short report about completing the main activities in the Workplan - **Stoyanka Smrikarova**. Discussion.
7. Discussion of the printing of the two learning modules – **Vladimir Dochev**.
8. Report about completed work for the multi-format multilingual glossary by LID Editorial Empresarial - **Beatriz Bernabé**. Discussion.
9. Report about the project WEB site – **Jordan Kalmukov**. Discussion.
10. Updated report of the results of the internal evaluation – **Tzvetomir Vassilev**. Discussion.
11. Demonstration of the System for mobile foreign language training FLAGMAN, demonstration of software implementation of the training modules in the LinguaNet network by the University of Ruse – **Tsvetozar Georgiev, Tsvetan Hristov**. Discussion.
12. Demonstration of the LinguaNet WEB Portal by Global Solutions Ltd – **Paun Redzhev**. Discussion.
13. Training the lecturers to work with the system – **Ilina Amer, Paun Redzhev, Tsvetozar Georgiev, Tsvetan Hristov**.
14. Specifying future activities – **Stoyanka Smrikarova**. Discussion.
15. Planning the next meetings - **Stoyanka Smrikarova**. Discussion.
16. Clarifying some of the financial rules for project work - **Stoyanka Smrikarova**. Discussion.
17. Discussing the requirements and how to prepare the Final report. Adopting a deadline for elaborating and sending the Final reports of all partners - **Stoyanka Smrikarova**. Discussion.
18. Any other business.
19. **Organizing the training of 15-20 users**
 - *Taking a photo of all meeting participants.*

The meeting was opened by the Coordinator of the Project **Mrs. Smrikarova**. A Welcome address to the meeting participants was given by President of BRITISH HELLENIC COLLEGE, **Mr. K. Karkanias**.

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The activities of the DELTA International Educational and Development Association were briefly presented, as well as the British Hellenic College.

All participants introduced briefly themselves and the institution they present.

The Project Coordinator, the **Mrs. Smrikarova**, presented a detailed report about the completed work.



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Mr. Vladimir Dochev familiarized the partners with the problems of formatting the content of the two training modules and finding suitable images. There was a discussion about the prepress and the way of printing the two 60-hours training modules. It was decided that 7 books will be printed, each one of them will include modules 1 and 2 of the corresponding project language.

Beatriz Bernabé reported about the work done on the multi-lingual glossary. It was noted that the work goes on time. It was suggested to use the same design of glossary cover as all other project guides. The partners from Rousse will send the graphics files.



Assoc. Prof. Tzvetomir Vassilev presented the results of the internal evaluation of the meeting and project outcomes. The outcomes that will be evaluated were selected.



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Assoc. Prof. Tsvetosar Georgiev demonstrated the features of the mobile foreign language training system FLAGMAN. It was mentioned that the activity of publishing the language modules in all languages is almost finished, only the French and Portuguese modules have to be checked by the foreign language specialists. An action was taken by the foreign language specialist from Sofia to record and send as soon as possible the dialogs, so that they are published in the system.



Mr. Paun Redjev presented the LinguaNet portal that is being developed. The following tasks were assigned to the team from Haskovo - till 10 November, 2007 the portal should work with the FLAGMAN registered users and it should be adapted to mobile devices.



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Mr. Yordan Kalmukov presented the project WEB site, demonstrated its features and gave his ideas for future development.

The Coordinator of the Project **Mrs. Stoyanka Smrikarova** gave to all partners the work plan formatted as a table with deadlines for each activity. Several deadlines for remaining project activities were discussed and adjusted. The deadlines were voted and adopted by all. For the purpose of successful project completion, the project coordinator was delegated the rights to take the necessary actions, if some of the activities taken by the partners are not completed.

Mrs. Tanya Stoyanova from Dobrich gave out several copies of the developed „Guide for managers and employees of the tourism industry”. It was suggested that the guide will be edited, printed and bound with spirals.



The next project work meetings were planned. From 10 to 13 November in Dobrich there will be a work meeting of the Bulgarian partners, training of teachers to work with the FLAGMAN system and developed modules, as well as foreign language training of 20 users. From 12 to 16 December is the final meeting and seminar in Porto, Portugal.

The Coordinator of the Project gave some detailed explanations about important financial issues. Each partner should make calculations of their finances, so that we see in which budget headings there is still unspent money and in which headings additional funds will be needed. As a contractor and coordinator the University of Rousse will insist on strictly following all financial rules. In case some costs are considered ineligible by the Commission, it will be on the account of the institution, which made the mistake.

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It was suggested that each partner think of an external evaluator. **Iilina Amer** took an action to propose an external evaluator on behalf of the Bulgarian partners.

It was mentioned that all partners should actively participate in the production of advertising materials for project results dissemination.

It was decided that each partner will produce a certain number of CDs with the developed project materials.

A work meeting of the IT group took place in order to further specify the tasks and dates for completing the LinguaNet portal being developed. A decision was made that by the end of October, partners from Haskovo will come to a work meeting in Rousse, where the portal will be tested.

Assoc. Prof. Tsvetozar Georgiev trained teachers from Sofia how to work with the system for mobile foreign language learning FLAGMAN.

Mrs. Iilina Amer and **Assoc. Prof. Tsvetozar Georgiev** did a two-day pilot training of 17 Greek students from the DELTA Development and Educational Center in English. The students were given system user guides and advertising materials. The training was done using the system, the developed modules and PDA mobile devices.



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At the end of the training the trainees received certificates.



The meeting continued in the National Greece restaurant TAVERNA.

