



Istituto Comprensivo E.Pugliese

Via C.A Dalla Chiesa
San Costantino, Italy

INVITATION LETTER

On behalf of our school, The Istituto Comprensivo E.Pugliese, in the frame of the ongoing Erasmus+ project, we extend an official invitation to Partners to participate in a job shadowing experience, based on exchanges and activities to improve skills and knowledge regarding the Erasmus+ coordination.

This event is scheduled to take place in San Costantino, Italy, from xth to yth June 2025.

The program will be built in the context of the topic: "Exchanging best practices in Erasmus+ program management - upgrading partners' skills".

Provisional programme :

1. Exchanges between partners and Italian teachers: meetings, conferences, workshops.
2. Pedagogical activities regarding digital skills.
3. Erasmus+ management: programs, coordination, difficulties and solutions.

Should you need any further information regarding the seminary, please do not hesitate to contact Tiziana Rubino, Eduardo Rubio or Guillaume Delhommeau, Erasmus+ coordinators.

Yours sincerely.

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ERASMUS+ PARTNERS SEMINARY

"Exchanging best practices in Erasmus+ program management - upgrading partners' skills" the xth and the y of June 2024. scheduled for Erasmus+ Partner Seminary (1)

Day 1

9:00

Welcome and "Breakfast from Europe"

Location: Local school hall, 1º Bachillerato B room.

- ◆ Equipment: PC, video, paper board, pencils, paper.
- ◆ ChatGPT-generated poster.

Discover local and international specialties: each partner brings typical biscuits from their country.

Coffee break arranged from 9:00 to 9:30 in a local café "Caffè x" (15 people).

9:30

Guided Tour of San Constantino Calabro

Led by a student and a member of the Erasmus+ committee.

Languages: Andreas (French) and Nati (English).

11:00

Introduction to the Seminar

Location: Erasmus+ Partners room.

Eduardo and a colleague will present the seminar's philosophy, its origins, and future perspectives.

11:30

Break

12:00

Workshop Preparation

Finalize the presentations for partners. Adjust program details and prepare accreditation training sessions.

- ◆ Discuss destinations for Day 2 afternoon: cultural experiences in the local region (Tropea, Vibo Valentia).

14:00

Lunch and Free Time

16:30

Accreditation Training Preparation

Day 2

9:30-11:30

Teacher-Student Testimonial Sessions

Location: Partners room.

Partners, students, and teachers share their Erasmus+ experiences.

- ◆ 5 students (Spain, Italy) share their mobility experiences.
- ◆ 2 teachers present job-shadowing insights from Ireland.
- ◆ Partner "speed-dating" session for collaboration with Spanish teachers.

11:30

Break

12:00-13:30

Erasmus+ Ceremony

Congratulating students involved in international exchanges and short mobility presentations (Ireland, France, ...).

Venue: Conference Room.

Recognition of foreign students by video.

13:00-14:00

Well-being in Erasmus+ Management

Open dialogue on challenges and successes in organizing Erasmus+ programs.

15:00

Cultural Visit to Tropea or Vibo Valentia

Explore the cultural heritage of the region, focusing on the stunning coastal city of Tropea or the historical sites of Vibo Valentia.

21:00

Dinner at a Local Restaurant

Enjoy regional Italian cuisine.

Last-minute preparations for the KA120 accreditation training.

17:00-19:00

KA120 Accreditation Training for Local Schools

Objective: Assist local schools with Erasmus+ accreditation documentation.

19:30

Evening Social

Enjoy traditional local cuisine with a cultural exchange at a nearby venue.

Day 3

9:00-12:00

Workshops for Partners

Location: Partners' room.

Focus on Erasmus+ management and experiences with practical solutions: Beneficiary module, AI integration in program management, volunteering, and digital tools (Curipod, ChatGPT, Canva).

Workshops:

- ▶ AI and Erasmus+ Management by Eduardo Rubio.
- ▶ Volunteering opportunities through the European Solidarity Corps.
- ▶ Practical training on using the Beneficiary Module.
- ▶ Feedback and new perspectives from partners.

12:00

Closing Party

14:00

Lunch

16:00-18:30

Pedagogical Workshops

Featuring tools like Edpuzzle, Class in Box, Canva, and Padlet.

Zoom link for remote participants.

- ▶ Presentation and hands-on workshops.

18:00

European Language Label projects

18:30

Seminar Conclusion

Resources: <https://padlet.com/zap9/JunePD>

Examples: <https://padlet.com/zap9/june>

AI Drawing Tool: <https://padlet.com/zap9/draw3>

AI examples: <https://padlet.com/ZAPSschool/magic>

Padlet Webinar Sessions: <https://padlet.link/sessions>

Grid it's the good model to organize our padlets

Translate by chat gpt4

Synthèse de l'atelier: ¿Cómo, potencialmente, se verán afectadas las competencias pedagógicas de los profesores por estas herramientas?



"EXCHANGING BEST PRACTICES IN ERASMUS+ PROGRAM MANAGEMENT - UPGRADING PARTNERS' SKILLS" - FROM THE XTH TO THE Y OF JUNE 2025.

Seminar synthesis in the partners' room and official photo

Conduire un programme d'échange physique des partenaires européens nous a permis de construire notre ligne éditoriale en termes de management des projets. Le programme a permis de passer en revue nos pratiques mais aussi nos difficultés face à l'accroissement des démarches administratives, la baisse de l'implication de terrain des équipes, les contraintes liées à l'accompagnement des familles, des élèves, des personnels.

La coordination des projets relève du sacerdoce, inutile de se cacher derrière notre petit doigt. Piloter des programmes à l'échelle d'un établissement s'accompagne d'une persévérance sans faille, d'une agilité (humaine, technique, pédagogique, organisationnelle) indispensable, d'un engagement personnel et d'un investissement en temps incommensurable.

"Il exagère direz-vous...". Pas sûre

En contrepartie, le programme montre que les coordinateurs sont convaincus, c'est ce qui les tiens. Convaincus des impacts, des résultats, des bénéfices sur l'esprit, sur le long terme. Car nous avons pu mesurer les impacts de mobilités longues, de mobilités courtes, à travers les témoignages de participants et participantes des programmes Erasmus+.

Ainsi nous sommes tenaillés par cet extraordinaire bénéfice des mobilités et l'incroyable pression de la coordination.

Le programme aurait pu tourner autour du pot, s'appesantir sur les problématiques, s'auto satisfaire de nos travaux et de notre action. Il ouvre finalement des portes qu'il reste à franchir:

- La dimension administrative des programmes et la mutualisation des pratiques.
- Le vecteur des mobilités longues, comme déterminant essentiel pour nos participants.
- L'essaimage des pratiques, la transmission de notre expertise pour les nouveaux établissements accrédités.
- L'importance de s'inscrire dans la dimension Erasmus+ et son cahier des charges, au prix d'un investissement humain considérable parfois.
- L'arrivée de profonds bouleversements pédagogiques qu'il convient d'associer à nos pratiques: l'intelligence artificielle, les outils digitaux au service des échanges et des mobilités.
- L'indispensable récompense que l'on doit associer à tous nos objectifs.

Quelles perspectives ? tout d'abord reconduire l'expérience, à Catanzaro l'an prochain. Nourrir le programme des réflexions menées et de l'expertise des intervenants. L'apprentissage du prompt IA, l'acquisition des compétences liées aux outils digitaux, la consolidation des mobilités longues et des programmes enrichis, le plaisir de travailler, de coordonner.

Nous avons rendez-vous du 12 au 15 juin 2025 en Italie pour le second volet de ce programme. Nous élargirons le cercle et proposerons probablement davantage d'ateliers en Anglais, en considérant le

sur mesure pour que chacun et chacune puisse bénéficier d'un apport pertinent au regard de son établissement, de ses pratiques, de ses compétences.

Nous devons remercier en premier lieu le Colegio Nuestra del Huerto pour son accueil et son engagement dans les programmes. Remercier également les participants qui ont permis de donner une dimension extraordinaire aux travaux menés. Reconnaissance infinie aux organisations extérieures qui ont apporté leur expertise: du Département d'Éducation du gouvernement de Navarre aux formidables community managers de solutions digitales ou encore à notre ambassadrice Erasmus+ volontaire du corps européen de solidarité (toutes et tous sont identifiés dans le programme) en passant par nos organismes d'envoi: direction des lycées et collèges, délégations académiques au relations internationales et académies, personnels et professeurs qui nous ont accueilli, qui ont témoigné de leurs expériences car c'est probablement grâce à eux que nous coordonnerons l'an prochain avec la même fougue.

Rendez vous dans un an...

Translate by chat gpt4

Conducting a physical exchange program with our European partners has allowed us to shape our editorial line in terms of project management. The program has enabled us to review our practices as well as our challenges, such as the increase in administrative tasks, the decrease in field team involvement, and the constraints related to supporting families, students, and staff.

Coordinating these projects is a labor of love, and there's no point in denying it. Leading programs at the institutional level requires unwavering perseverance, essential agility (human, technical, pedagogical, organizational), personal commitment, and an immeasurable investment of time.

"You might say he's exaggerating...". Not sure.

On the contrary, the program demonstrates that coordinators are convinced, which is what keeps them going. They are convinced of the impacts, results, and benefits for the participants' minds over the long term. We have been able to measure the impacts of both long-term and short-term mobilities through the testimonials of participants in the Erasmus+ programs.

Thus, we are torn between the extraordinary benefits of mobility and the incredible pressure of coordination.

The program could have circled around the issues, dwelled on the problems, and self-congratulated on our work and actions. However, it ultimately opens doors that still need to be crossed:

- The administrative dimension of the programs and the pooling of practices.
- The importance of long-term mobility as an essential determinant for our participants.
- The dissemination of practices and the transmission of our expertise to newly accredited institutions.
- The importance of aligning with the Erasmus+ framework and its requirements, at the cost of significant human investment at times.
- The advent of profound pedagogical shifts that need to be integrated into our practices: artificial intelligence and digital tools to support exchanges and mobility.
- The indispensable reward that must be associated with all our objectives.

What are the prospects? First, to repeat the experience in Catanzaro next year. To enrich the program with the reflections and expertise of the speakers. To learn about AI prompts, acquire skills related to

digital tools, consolidate long-term mobility and enhanced programs, and enjoy the work and coordination.

We have an appointment from June 12 to 15, 2025, in Italy for the second part of this program. We will expand the circle and likely offer more workshops in English, tailoring them so that everyone can benefit from relevant contributions according to their institution, practices, and skills.

First and foremost, we must thank Colegio Nuestra del Huerto for its hospitality and commitment to the programs. We also thank the participants who gave an extraordinary dimension to the work carried out. Infinite gratitude goes to the external organizations that provided their expertise: from the Department of Education of the Government of Navarre to the amazing community managers of digital solutions, our voluntary Erasmus+ ambassador from the European Solidarity Corps (all identified in the program), and our sending organizations: directors of high schools and colleges, academic delegations for international relations and academies, staff and teachers who welcomed us and shared their experiences. It is probably thanks to them that we will coordinate next year with the same enthusiasm.

See you in a year...



"EXCHANGING BEST PRACTICES IN ERASMUS+ PROGRAM MANAGEMENT - UPGRADING PARTNERS' SKILLS" - FROM THE 13TH TO THE 16 OF JUNE 2024.

ERASMUS+ PARTNER SEMINARY FINAL PROGRAM

PROGRAMME ERASMUS+ / JOB SHADOWING - PROJET N° / PROJECT N° :

Jour	Heure	Activité
02-06-2025	9:00	Welcome – European Breakfast in Italy
	9:30	School Guided Tour Guided tour of Colegio Nuestro by a student and a member of the Erasmus+ committee (x in French and y in English).
	11:00	11:00 Erasmus+ Partners room: Introduction
	11:30	Morning Break
	12:00	Preparation time for the seminar: activities, topics, who do what, questions regarding the program
	14:00	Lunch
	17:00 – 19:00	Governmental Education Department of San Costantino : KA120 Erasmus+ Final Day with Partners speak, round table and feedback.
03-06-2024	9:30 – 11:30	Meetings and testimonials of teachers: Partners and participants forum, Students long mobility testimonial, Erasmus+ speed dating and student mentoring, 2 teachers in Job Shadowing in Ireland from Spain give also a short presentation of their experience
	11:30	Morning break
	12:00 – 13:00	Erasmus+ ceremony (partners, students, direction)
	13:00 – 14:00	Well-being in Erasmus+ Management: problems and solutions for partners: reported on saturday.
	15:00	Lunch and free time or Cultural activities in San Sebastian
04-06-2024	9:30 - 10:30	Well-Being Erasmus+ Management: Administratives constraints, communication and spin-off, The workload associated with the number of mobility projects and the difficulties involved in selecting participants.
	10:30 – 12:00	Partners workshops: IA, European Corps of Solidarity, Beneficiary Module, Erasmus+ Management... Forces and difficulties for partners, participants, students...
	12:00	Lunch
	16:00 – 18:00	Pedagogical Workshops (30 min each workshop) Edpuzzle Manny (global community manager)[1] , Class in box (Eduardo Ruiz, Pedagogical director), Canva (Gonzalo Rosado, Community Manager en España), Genially: Catherine Spencer or Fran Quesada, Padlet. FEEDBACK from partners regarding the seminar and perspectives.

		Link of the video call: https://drive.google.com/file/d/1T9W7ar6qhULKFZJLbvML1xF4sTTUPMg/view?usp=sharing
05-06-2024	10:00	Cultural activities and Free time

[1] THE PLANNING WILL BE MANAGED REGARDING THE POSSIBILITY FOR PARTNERS TO SUBSCRIBE FOR TWO, THREE, OR FOUR DAYS.

ADRESSES

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WHATSAPP LINK



Participants, Partners, schools or organizations

PARTICIPANT/ PARTENAIRES	ÉCOLE REPRÉSENTÉE OU ORGANISATION	MAIL ADDRESS	PHONE NUMBER	PARTNER'S WORKSHOPS Erasmus+ management for partners, Erasmus+ view and programs, Beneficiary Module, Management for a coordinator : difficult points and good ideas. Each Partner presents his/her biggest difficulty and his/her better force. Possibility to ask an expert by video
Guillaume Delhommeau	Lycée Professionnel Funay Hélène Boucher	guillaume.delhommeau@ac-nantes.fr	+336 84 19 69 68	
Eduardo Rubio	Colegio Nuestra Señora del Huerto	eduardorubio@nshuerto.org	+346 59 62 13 11	Artificial Intelligence: Using IA to manage Erasmus+ Programs: Curipod, Chatgpt, Canva,... To use AI by relying on a live example
Nazarena Plumb		nazarena.plumb@gmail.com		Volunteering, Europeans corps Testimony of volunteer work in Europe
Joanna Lisewska	VI Liceum Ogólnokształcące im. J.J. Śniadeckich, Bydgoszcz	asialisewska311@gmail.com	+48 693 85 72 72	
Carlos Sierra		sierra.ezcaray@gmail.com		Montessori school: testimonial and feedback from job shadowing teacher.
Caterina Mazzucca		caterinamazzucca@gmail.com		

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Margaret Stanley	Lycée Livet	margaret.stanley@ac-nantes.fr	+336 4404 1836	
Bérangère Bleunven	Cité scolaire Hector Berlioz, Vincennes	berangere@iname.com	+336 76 96 64 47	The link between primary and secondary education : interactions between levels of education within Erasmus+ programmes.
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