

What to do and deadlines

	WHAT TO DO	Country that must perform the activity	Deadlines
WEB SITE	To be updated by inserting: for each mobility already carried out, the description of the activities carried out; photo; video, etc..	FINLAND	Up to next mobility in Finland and until the end of the project in May
INSTAGRAM	<p>- Implement social networks. Doing actions according to the S.E.O. with the aim of reaching at least 1000 members, but even more, as the colleagues said. We suggest that each partner country spread the activated social pages to all the students of their school, with particular attention to Instagram.</p> <p>Implementing social media is a job of great responsibility, as it will lead us to have visibility during the conference. By reaching as many people as possible, even the institutions to which we send the proposal from below (still to be done) will feel more motivated to know our initiative.</p>	SPAIN + FINLAND	Up to next mobility in Finland and continue until the end of the project in May
FACEBOOK	To be updated by inserting: for each mobility already carried out, the description of the activities carried out; photo; video.	SPAIN + FINLAND	Up to next mobility in Finland and continue until the end of the project in May
E-TWINNING	To be updated by inserting the activities + photos + videos for each mobility+conference	PORTUGAL	During each mobility or immediately after

<p>ASSESSMENT</p>	<p>Collection of incoming and outgoing questionnaires of students of each mobility, data analysis and evaluation of each individual mobility. At the end of the last mobility (Italy) overall final estimation.</p> <p>Each country will send to Poland the results of the initial and final questionnaires of the students who participated in the individual mobilities (those already done and, from time to time, of those that will be done).</p> <p>Poland will process the results and produce a report.</p>	<p>POLAND + SPAIN PORTUGAL FINLAND TURKEY ITALY</p>	<p>Up to Portugal mobility. mobilities already done.</p> <p>After the last mobility (Italy) everything else.</p>
<p>DRAFT CONFERENCE SLIDES (FORMAT)</p>	<p>Prepare the format:</p> <p>first page project:</p> <p>logo + flags + name + project code + erasmus logo + logo italian national agency "INDIRE" + name of italian school.</p> <p>Each slide prepared by countries will be opened by clicking on the respective flag.</p> <p>slide: at the top project logo + indire logo + erasmus logo + project name on a blue European background; font: formal and elegant</p>	<p>PORTUGAL</p>	<p>Up to next mobility in Finland</p>
<p>SLIDE CONTENTS AND SLIDE ASSEMBLY</p>	<p>Each country will prepare a maximum of 5 slides relating to its part carried out in the ebook.</p> <p>During the mobility in Portugal teams will assembly the final slides for conference</p>	<p>POLAND SPAIN PORTUGAL FINLAND TURKEY ITALY</p>	<p>Up to Portugal mobility.</p>

BOTTOM-UP PROPOSAL	All students from each country will bring in the next mobility 3 or 4 bottom-up proposals deriving from the answers of the inquiry administered in your country	SPAIN PORTUGAL POLAND FINLAND TURKEY ITALY	Up to next mobility in Finland
BOTTOM-UP PROPOSAL + E-BOOK FINAL VERSION	Final Assembly and final version e-book: Italy	ITALY	Up to March 10
BOTTOM-UP PROPOSAL TO BE SENT TO NATIONAL PARLIAMENTS + EU	Document pdf and pptx	Italy	Up to Portugal
FINAL CONFERENCE			
3 Proposal of POSTER LAYOUT	3 proposal of poster layout	TURKEY	Up to next mobility in Finland In Finland mobility teams will choose the final layout.
FINAL POSTER LAYOUT	The texts relating to the topic of the conference will be in italian and english language both.	TURKEY	Up to Portugal mobility

<p>FINAL POSTER and BROCHURE ON SOCIAL NETWORKS</p>	<p>The final poster will be inserted on the site + instagram + facebook + etwinning</p> <p>The brochure will be inserted on the site + istagram + facebook + etwinning + website</p>	<p>Finland</p> <p>Spain</p> <p>Portugal</p>	<p>During Portugal mobility</p>
<p>CONFERENCE BROCHURE</p>	<p>Basic structure: six pages</p> <p>1 page: logo + flags + Erasmus logo + indire logo + flags + code + name of our school + project name + date, time and place</p> <p>2nd page: press release in Italian</p> <p>3 page: program</p> <p>4 page: program</p> <p>Page 5: press release in English</p> <p>Page 6: thanks and flags</p> <p>Each nation will translate the poster into its own language + English</p>	<p>TURKEY</p>	<p>Up to next mobility in Finland</p>
<p>PRINT POSTER AND BROCHURE</p>	<p>Italy will print posters and brochure</p> <p>*Each nation, if it deems it appropriate, for the purpose of disseminating the project, will be able to translate into its own language and print at its own expense the brochure and poster</p>	<p>ITALY</p> <p>ALL</p>	<p>May 2022</p>
<p>3 MOVIES</p> <ul style="list-style-type: none"> - EMOTIONAL MOVIE (1-3 minutes) - MOBILITIES COLLECTION MOVIE (10 minutes) - LIVE CONFERENCE MOVIE 	<p>1 -Short emotional movie like a spot for advertising</p> <p>2 -Creation of movie that collects all the mobility carried out</p> <p>3 -Live conference movie</p> <p>*1-2-3 to be included on etwinning + facebook + Instagram + website</p>	<p>PORTUGAL</p>	<p>1- Up to Portugal Mobility</p> <p>2 - Up to Italy mobility</p> <p>3- After Italy conference</p>

CONFERENCE INVITATIONS	Each country can invite some representatives of its country present in Rome using the press release prepared by Italy	SPAIN PORTUGAL POLAND FINLAND TURKEY	Up to next mobility in Finland
CONFERENCE– PRESS RELEASE DISSEMINATION	Each country translates its press release into its own language + English The press release will be posted on etwinning + facebook + Instagram + website and above all of local and national press (also digital ones)	SPAIN PORTUGAL POLAND FINLAND TURKEY ITALY	May 2022
CONFERENCE: SOCIAL MEDIA MANAGER	Each nation will choose two students who will undertake the following activities on the day of the Conference: <ul style="list-style-type: none"> - live on youtube channel with link to instagram - real-time storytelling of the event + facebook + Instagram 	SPAIN PORTUGAL POLAND FINLAND TURKEY ITALY	20 may 2022
CONFERENCE	<ul style="list-style-type: none"> - Choose the students who will have to participate in the conference in Italy, as they will be the presenters on the stage of their work (two students from each member country). The presentation will be held in English (students from partners country) and Italian (italian students) - Students must study slides relating to its part carried out in the ebook. 	SPAIN PORTUGAL POLAND FINLAND TURKEY ITALY	Up to Italy