



**RURAL
HERITAGE**



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RURAL HERITAGE: “Training plan on European Cultural Heritage Interpreter in rural areas”.
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MINUTE OF THE THIRD TRANSNATIONAL MEETING PROJECT “RURAL HERITAGE”

Budapest (Hungary) May 5-6, 2022
Organization: ELTE. Eötvös Loránd University. Modality: FACE-TO-FACE

The meeting was held on 5th and 6th May 2022. It was organized by the Hungarian partner of the Rural Heritage project (ELTE), with the attendance in person of all partner entities:

AECT LEÓN-BRAGANÇA (SPAIN) – COORDINATOR:

- Jesús Núñez

CoraNE (PORTUGAL):

- Raquel Trigo
- Sofia Domingues

CPI. Center Republike Slovenije ZA Poklicno Izobraževanje (SLOVENIA):

- Majda Stopar
- Vedran Jakačić

FOR.ES. Formazione e Sviluppo, Srl. (ITALY):

- Giuseppe Montaretto

ELTE. EÖTVÖS LORÁND TUDOMÁNYEGYETEM (HUNGARY):

- Lilla Zámbo
- Tamás Harangozó

SERVIMA, Servicios Ambientales y Recursos Educativos, S.L. (SPAIN):

- Carolina Vara
- Rosa Villacé

Due to different circumstances beyond control the participation of some colleagues was online:

- Carmen Arribas and Pilar Ortega of the AECT LEÓN-BRAGANÇA (SPAIN)
- Nicola Montaretto of FOR.ES. Formazione e Sviluppo, Srl. (ITALY)

The meeting started on 5th May at 10:00 with the welcome of the partners by Lilla Zábó on behalf of EÖTVÖS LORÁND TUDOMÁNYEGYETEM (ELTE), as hosting entity, and thanks from the coordinator and the rest of partners to ELTE for organising the meeting and hosting us in their facilities.

All participants signed the attendance list and then we proceed to present the **meeting agenda** which had previously been sent to all participants.

After that we started with the specific items of the agenda and the discussion about each one:

1. Approval of the minute of 2nd Transnational Meeting.

The minute was approved and signed, without any amendment.

2. Review of general status of the project, objectives and expected results. Compliance with the project schedule.

- First of all, the objectives, target groups and expected results were quickly reviewed in order to remind main aspects of the project to everyone.
- The overall status of compliance with the planned timetable was checked. The different actions and results would be further analysed during the meeting before taking a decision on whether or not to request an extension of the implementation deadline to the National Agency SEPIE (as some partners suggested at the last online working meeting and we agreed together to finally decide about it in the transnational meeting). It was reminded that requesting an extension does not guarantee that it will be approved. Nevertheless, at the end of the meeting it was agreed to continue working following the initial plan and not to consider to ask the SEPIE for a possible project extension.

3. Contacts, accessions and collaborations achieved by each partner.

Each partner explained their own steps to contact collaborators and the collaboration agreements obtained so far.

It was reminded that in addition to entities, personal collaborations are also interesting, for example from experts, as long as they are external to the entities of the strategic partnership of the project.

At the time of the interim report, approximately a half of the collaboration agreements had already been reported by the partners. It was emphasised the importance of providing a complete list of collaborators for the Final Report and it was therefore agreed that all the agreements reached would be uploaded onto the internal project's Drive.

4. Dissemination plan. Information about activities developed by each partner.

• Newsletters:

- Two of the four newsletters committed have already been produced and disseminated.
- Dissemination of newsletters will continue through the partners' websites and two pending newsletters will be done during next months.
- It was agreed that in the Newsletter 3 there will be an important space dedicated to focus on the profile of stakeholders and encourage participation in the project and in specific actions such as the Pilot Course. **This Newsletter 3 will be finalised by May 25th.**

- Dissemination seminars:

We reviewed the information provided on the seminars that have been reported so far and we reminded the importance of continuing to make an effort to hold meetings with stakeholders and to organise presentation and dissemination activities of the project.

The pending seminars will be completed as soon as possible as other types of activities for the presentation of results (multiplier events) and training activities will be organised very soon.

Regarding the way of reporting on the implementation of these project's dissemination activities, it is important to collect as much evidence as possible: photos, number and profile of participants, attendance sheets, etc. (never personal data will be made public, this documentation only will be used for internal control).

We reminded all support material for the implementation of these activities that can be used: leaflets, newsletters, website, etc.

- Triptych: The modification of the triptych was presented, with several new alternatives and finally it was agreed the following:

- To use the second version presented for the internal part.
- To incorporate an image of Hungary provided by ELTE.
- After this modification, it will be uploaded to the Drive in pdf and word formats in order to make the translation to each language of the Spanish part, as well as other modifications that are considered appropriate.
- All the final models used in each country will also be incorporated into the drive.
- CPI proposed to elaborate a QR code for access to the project website that can be included in the triptych and it was gladly accepted by the rest of partners.

- Website:

- The new design of the website, created recently was formally approved.
- We reminded that partners must include information about the project in their own websites (highlight, information tab and link to the project website).
- It was agreed that the coordinator will be in charge of updating the website's blog.
- The Coordinator partner reinforce its commitment of maintaining the project website after the project life, all the products, results and intellectual outputs as well as the eLearning Platform.

- Social media:

We discussed about the need to be more active on social networks and to provide as many images, videos, links, etc. as possible by all partners, to be used in the dissemination of the project (blog, social networks, etc.) and to be included in the results (e.g. in E-learning platform).

The information on the 3th Transnational Meeting was published and it was agreed that the coordinator will keep on being responsible for maintaining and dynamizing the social media with the support of all the partners.

5. **Presentation of the interim report** submitted in October 2021 and the qualitative evaluation received on the development of the project in its first year, with a final assessment of GOOD and several issues to improve that all partners agreed to keep in mind, being specifically approved:

- The dissemination on the website of the minutes of the transnational meetings and the attendance sheets (with pixelated signatures).
- To include as quickly as possible more details on the website about the intellectual products, therefore all partners commit themselves to deliver as soon as possible the ongoing parts.
- All partners agreed that the information on the website should be completed as soon as possible because it is the main tool for the dissemination of the project (as well as for the evaluation by the National Agency for the final report).

6. Intellectual output IO1: Methodological guide.

We reviewed the distribution of work for the development of IO1 among the different partners and the second index for the development of its COMPETENCE UNITS, which had been sent before the meeting. This was approved as definitive index.

We analysed how the development carried out by each partner was in line with this index and finally it was agreed that SERVIMA together with the project coordinator (EGTC) will integrate and unify the different parts of the documentation provided by each partner where it best suits the final development of the IO1.

It was clarified that the document with a concrete example of intangible heritage sent by CPI will be included as an annex of CU1.

The general description of the Vocational Qualification was also discussed and we approved:

- the new general index of contents.
- to modify the proposed duration of the curricular programme for a VET level 5.
- to establish an equivalence of number of hours per credit (less than 25 hours/credit, but the discussion will continue online until deciding on a concrete figure to propose).

The draft of the first general part of IO1 was reviewed and we included several modifications:

- Relevant jobs: it was added "NGO's represent".
- Personal characteristics was replaced by Transversal competences.
- In this point, some other general competences could be added: digital competences, languages...

It was set 13th May as deadline to provide further comments and suggestions of the IO1 documents shared through the DRIVE.

At 12:05 there is a coffee break.

The meeting resumes at 12:45.

Intellectual Output IO1. Continuation

We reviewed the adjustment of the units of competences already developed by the partners to the new index approved.

We discussed about the duration of the units of competence (from 80 to 100 hours) and agreed that the final decision would be taken by the technical coordinator according to the opinions received from the partners until 13 of May.

The development of the four established competence units was reviewed. It was concluded that:

- There are no significant differences in the presentation of the evaluation criteria provided by the different partners.
- It was proposed and agreed to establish, as criteria for passing the assessment of each unit of competence, reaching a minimum of 60 points out of 100 in the overall assessment and at least a minimum percentage of points in each of the sections of every competence unit. This % may be different for each part of each unit.

A proposal of percentage will be established which will be consulted with the partners via email giving a deadline for response to be taken as definitive.

The debate on the development of IO1 continued and some nuances were introduced in the text.

Regarding to the CU3 it was agreed that:

- The section on forms and methods of work is integrated in section 3) Methodology of IO1.
- The section on material conditions for training is eliminated.
- The section "Learning outcomes" will be incorporated in the point 2 of the table of the general description.

In general, all partners agreed that everything will be adapted to the same presentation scheme, giving the necessary freedom to the technical coordinator for it and depending on the joint final decision on the duration per CU (80 or 100 hours).

ELTE provided through the drive several documents of interest that will be taken into account and a link which was considered interesting to be incorporated in the platform.

All partners are requested to provide these type of links of interesting projects, platforms, etc. to be also included in the e-learning platform of the project.

The deadline for finalising the IO1 (general parts and CU1, CU2, CU3 and CU4) and providing suggestions to close the document was established on 25 May.

At 13:50 the session closes for lunch.

The meeting resumes at 16:00.

7. Intellectual output IO2.

We reviewed the objective on which IO2 should be focused: providing valid information to support teachers in the preparation of the teaching development).

ELTE presented the progress of modules 1 and 2 and a new proposal for the development of heritage examples from different countries in order to select, incorporate and unify information on different levels of heritage protection, which was approved by all partners. The ELTE represent provided some tips for compiling examples from each country.

According to the scheme proposed by ELTE all partners agreed to provide information of examples from their own countries and those responsible for the development of other IO2 Modules agreed to complete their development by 10 June. In this way ELTE will finalise the revision of the whole IO2 (modules 1-6) by the end of June.

It was reminded the importance of all photos provided include the references of author or source in case they are not own pictures.

Regarding module 7 corresponding to the Methodology, it was reminded that the draft document is uploaded in the drive of the project and opinions and suggestions are expected. **The deadline agreed to give opinion before closing this document of the MODULE 7 of the IO2 was 30 MAY.**

8. Multiplier Events.

Multiplier Events 1 and 2 (in Slovenia and Italy, especially oriented to the VET sector) will take place from the end of May, as soon as IO1 is finalised (preferably before the summer, i.e., in May or June). CPI is considering the possibility of holding it in their country on 27 May.

The partnership even considers the possibility of holding them in more than one session to give the opportunity for greater participation and even to make some of them online.

Events 3 and 4 (multi-agent sessions) to present all the results (IO1, IO2 and IO3) will be held in Portugal and Spain in September.

9. Intellectual output IO3 and Pilot course

After the progress and agreements on IO2 dates, **it was agreed that the platform will be equipped with the information corresponding to the training course at the beginning of July (July 8th) in order to launch the PILOT COURSE in ENGLISH (see slide 46 of the meeting presentation).**

The coordinator informed that the Moodle platform is almost ready (but not yet open) but it must be ensured that it will be fully operational by the end of June.

It was requested to check that platform is an adaptive template for viewing on mobile devices.

The form of evaluation and control for the participants to obtain the certificate was discussed. It was agreed as a final criteria: to have maintained a connection time of at least a 70% of the total duration of the course (70 hours), i.e. approximately 50 hours.

It was agreed to include a final opinion questionnaire on the training offered in the pilot course in order to get feedback from the participants to test the course.

The proposal to carry out a small complementary part (practical and face-to-face) only in SPAIN (approximately 30 hours) is maintained.

Registrations will be accepted until September and will be done through automatic registration. It will be possible to select the country to which each participant belongs.

The contents of the course will be complemented with complementary information (videos, external links, interesting documentation, etc.).

The day's program ends at 18:15

The meeting begins on the 6th at 9:45 a.m. with a summary of the conclusions of the previous day.

10. Training activity for the partnership staff (C1): date and attendants.

We agreed that the course will be held in León on 9, 10 and 11 September for two participants from each of the entities.

The program of the course will include practical visits to interpretation centres and interpretative tourism experiences on rural heritage with a didactical interest.

11. **Last meeting**

It was agreed that it will be held in Bragança on September 8th.

12. **Financial reports. Budget and financial rules.**

The rules and documentation for the financial justification are quickly reviewed. It was agreed that it is not necessary to send the documentation to the coordinator for the moment, although it will be correctly gathered by each partner and sent in September, at the end of the project.

13. **Deadlines**

All the deadlines and dates established were reviewed (see slide 46 of the presentation where all important deadlines are collected).

Eventually it was agreed to continue working following the initial plan and not to consider to ask the SEPIE for a possible project extension.

14. **Sustainability and Permanent Evaluation Plan of the project.**

The coordinator states that the sustainability plan remains and all partners agreed to maintain the dissemination of results and some collaboration after ending the project life.

The evaluation surveys of the 3th phase of the project and the transnational meeting are carried out by all participating partners.

15. **Declarations of attendance.**

Lilla Zámbo on behalf of ELTE hands out certificates of attendance to all participants.

All partners take this opportunity to thank ELTE again for their good work and pleasant stay in Hungary.

Signatures of the attendants. The last independent page includes the signature of participants.

The day's program ends at 12:00