

NordPlus Adult project
Innovative Vocational Foreign Language Teaching- a Key to Adult Learning
Motivation Project ID: NPAD- 2015/10009
First project meeting
October 21 – 23, 2015
Minutes of the meeting

The project meeting took place in University of Latvia, Faculty of Education, Psychology and Art in Riga, Latvia

The following participants attended the meeting:

- Kėdainių profesinio rengimo centras (Kėdainiai Vocational Educational Training Centre) ,Lithuania: Aurima Bajorūnienė, Žilvinas Kapočius, Ieva Zubavičienė, Olga Zaborskienė
- Parnu Taiskavanute Gumnaasium (Parnu Adult Gymnasium), Estonia: Ulla Lehtsaar, Eve Zekker, Tiina Saamot
- NGO Education Innovation Transfer Centre, Latvia: Anna Vintere, Santa Krūmiņa, Ilze Laurinaite
- “Heiro”,Ltd., Latvia: Sandra Pallo, Daina Romanovska, Sandra Dūda
- Faculty of Education, Psychology and Art, University of Latvia, Latvia: Sandra Kalniņa , Rita Ābele , Anna Stavicka

Wednesday, 21^{st rd} October, 2015

At the beginning of the meeting project coordinator from the University of Latvia Sandra Kalniņa greeted the project participants, wished fruitful and productive work and pleasant stay in Riga. Project participants started the meeting with introducing themselves and their organizations, especially emphasizing the previous experience in the field of adult education and foreign language teaching. During the meeting the participants got acquainted with the strong sides of each partner organization as the partners shared their experience of other projects in connection with languages and innovations in teaching/ learning languages.

The project coordinator Aurima Bajorūnienė briefly presented the project and organized the workshop about project framework and activities. During it the project participants started discussing the project activities and concrete steps for their implementation.

The meeting day ended with a joint dinner at the restaurant “Vērmanītis” Lido which gave a possibility for the participants to enjoy Latvian food and culture and continue learning about each other in friendly discussions.

Thursday, 22nd October, 2015

Project participants started the meeting day with the management session discussing the administrative issues, tools and procedures. Aurima Bajorūnienė acquainted the participants in more detail with the project as well as presented the project leaflet. The participants discussed the timetable of activities and the timesheets. Much time was devoted to discussing the research to be carried out in the project and the development of the electronic tool for performing the survey. Participants also discussed concrete target audiences for the survey and the numbers of respondents per each category and country. The agreements were reached to survey the adult learners (50 in each country), teachers of professional subjects (15 in each country), teachers of English (15 in each country) and employees (30 per each country). During the groupwork the possible questions for each target group were discussed and afterwards collected. The deadline for developing questionnaires was set – December 10, 2015 and the start of the survey- January, 2016 with the deadline February 5th, 2016. The analysis of the results will be presented in the second project meeting in Parnu.

In the afternoon the project participants had a guided sightseeing tour in Old Riga. They had an opportunity an opportunity to get acquainted with Riga, its architecture and culture, history and interesting monuments.

Friday, 23rd October, 2015

One of the foreseen project results is the development of modules in three specializations: business, transport, and services. Project partners worked in groups after a short presentation by Žilvinas Kapočius on the possible module structure. The group work resulted in joint discussions about the length of the module, the approach to vocabulary teaching and learning, the compilation of the glossary, activities. As the content of the modules will largely be based on the research outcomes it was decided to spend more time on the structure, layout and content of the modules as well as detailed activities per each unit at the second meeting of the project.

After the coffee break the participants discussed the dissemination activities. The project will have its website which will be found in the home page of NGO Education Innovation Transfer Centre, Latvia, and which will serve as the information bank on all the activities carried out in the project.

Once a year the project's newsletter will be produced and the responsible for this will be "Heiro",Ltd., Latvia. The project activities and outcomes will be reflected in articles in local media, institution websites and project website.

At the end of the meeting project partners evaluated the project meeting by filling in the evaluation forms and answering the questions related to their satisfaction with the meeting preparation by the host organization, the possibilities to learn about each other and communication together, the satisfaction with the program offered by the host organization, the contacts with the local community as well as whether the meeting had managed to present and promote the NordPlus programme well and if the expectations of the participants were met. The majority of the participants considered that the launch of the project was successful and expressed their satisfaction with the overall organization of the meeting, and pointed out that the work was well planned and structured giving enough time to discussions and group work. The participants also admitted that their expectations for the first meeting were met and they have a clear plan what should be done till the next project meeting. However, some participants expressed the willingness to have more cultural activities during the meetings.

The coordinators of the project Aurima Bajorūnienė and Sandra Kalniņa thanked the participants for the productive work, inspiring exchange of ideas and the feeling that we had managed already to build a good team.

Riga, October 23, 2015

Lithuanian coordinator

Estonian coordinator

University of Latvia coordinator

“Heiro”,Ltd. coordinator

NGO Education Innovation transfer Centre