**IV INTERNATIONAL MEETING PROGRAM**

**PRAGUE**

**FACULTY OF ARTS, CHARLES UNIVERSITY**

**29.10.2015**

**9.00-13.00**

THE ITALIAN TEAM WILL ASSIST THE CZECH TEAM DURING THE IMPLEMENTATION OF THE DIDACTIC UNITS. TEREFORE WE ASK ANA AND ZUZANA TO PREPARE THE WORD FILES WITH THE TEXTS, THE EXERCISES AND ACTIVITIES THAT THEY WANT TO UPLOAD, AS WELL AS WITH THE LIST OF EXTERNAL RESOURCES THEY WANT TO LINK AT.

**LAURA SIMONETTI** – OUR NEW FINANCIAL MANAGER – WILL OFFER INDIVIDUAL HELP DESK SERVICE , ANALYZING THE FINANCIAL DOCUMENTS OF EACH PARTNER AND EXPLAINING THE DOCUMENTS THAT WE WILL NEED IN THE FUTURE FOR THE FINAL REPORT.

**14.00. - STARTING OF THE PLENARY SESSION**

**ANNA PERISSUTTI – PROGRAM OUTLINE**

A FEW WORDS ABOUT THE EVALUATION OF OUR PROGRESS REPORT -

I WILL THEN INTRODUCE **LAURA SIMONETTI**, WHO WILL BRIEFLY TALK ABOUT FINANCIAL PROGRESS REPORT EVALUATION., INSISTING ON ITS WEAK SIDES.

**14.30-16.30**

WE WILL TALK ABOUT THE **ON-LINE WRITING COURSES (WP 10),** FORESEEN FROM JANUARY TO MAY 2016.

HERE YOU CAN FIND THE TEXT COPIED FROM THE WRILAB2 PROGRAM APPROVED BY EU AND THEREFORE REPRESENTING WHAT WE PROMISED.

“One on-line L2 writing course per language, with a duration of 40 hours each, for each

Language involved in the project.

This courses will be opened not only to university and school students, but also to anyone interested in improving his/her writing skills. The maximum publicity will be given through our associated partners that will inform other possible users about the existence of the web portal and the possibility to take part in the on-line courses.

The online courses will entail only asynchronous elements. The teacher will be at the disposal of the students twice a week for two hours (4 hours a week).

The very important part of the courses will be the forums, where the teacher, together with the students, will discuss selected compositions.”

VALERIE WILL GIVE US A BRIEF INTRODUCTION ON THE POSSIBILITIES OFFERED BY MOODLE TO GIVE ON LINE COURSES.

SHE WILL ALSO SHOW US A SIMULATION OF THE COURSE FROM THE STUDENT AS WELL AS THE TEACHER OINT OF VIEW.

AFTER HER INTRODUCTION, WE WILL HAVE TO DISCUSS THE FOLLOWING ITEMS:

1. HOW MANY STUDENTS WE WANT TO ENROLL.

= THEIR NUMBER MUST BE SIMILAR FOR EACH LANGUAGE, IN ORDER FOR US TO COMPARE THE RESULTS.

1. HOW WILL WE RECRUIT THEM (BY ORGANIZING FACE TO FACE MEETINGS IN SCHOOLS , UNIVERSITIES…)
2. HOW MANY FACE TO FACE MEETINGS ? IDEALLY WE SHOULD FORESEE 3 FACE TO FACE MEETINGS, ONE AT THE BEGINNING, ONE IN THE MIDDLE (MARCH FOR EXAMPLE), ONE AT THE END, TO COLLECT STUDENTS IMPRESSIONS, DIFFICULTIES…. AND TO BE ABLE TO SOLVE THE PROBLEMS.
3. DO WE WANT TO PROPOSE A DIDACTIC PATH WITH A CERTAIN NUMBER OF DIDACTIC UNITS TO BE STUDIED AND A LIST OF WRITTEN TASKS TO BE UPLOADED WITHIN ESTABLISHED DEADLINES?
4. = THE NUMBER OF WORKING HOURS DEVOTED BY TEACHING STAFF OF EACH LANGUAGE WILL DEPEND ON THE DIDACTIC PATH THAT EACH LANGUAGE WILL FORESEE.

**16.30 – 16.45 BREAK**

**16.45-19.00**

**SEMINAR FOR TEACHERS, WP 11 (MARCH – APRIL 2016)**

HERE YOU CAN FIND THE TEXT COPIED FROM THE WRILAB2 PROGRAM APPROVED BY EU AND THEREFORE REPRESENTING WHAT WE PROMISED TO THE EU.

“We will organize one workshop on L2 writing in the four languages included in the project.

The workshops, held at four of the Universities involved in the project (the Czech one will take place in Prague, the Italian in Udine, the German in Klagenfurt and the Slovenian in Ljubljana), will be taught by the university professors involved in the project and will be proposed as language training courses for teachers who instruct L2 in one of the four languages in the partner countries.

They will provide an environment for discussion in which we will seek to clarify the question of why writing is one of the most neglected elements of most language courses. We will discuss ways to stimulate students to embrace the pleasure and necessity of good writing and promote a reflection upon the process of L2 writing, the nature and amount of feedback instructors need to give to foreign students, how to consider errors in L2 written texts.

Since the teachers taking part in the workshops will further use the learned methodologies in their teaching, we consider this exploitation activity to be very efficient. They will multiply the results of the project.

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SILVIA WILL GIVE A TALK ON HOW TO TRANSFORM THE RESULTS OF OUR ANALYSIS (THE QUESTIONNAIRE, THE COMPOSITIONS EVALUTAION ) INTO DIDACTIC MATERIAL THAT COULD BE USED BY TEACHERS WHEN THEY WILL ORAGNIZE THEIR WRITING COURSES FOR L2 STUDENTS.

AFTER SILVIA’S INTRODUCTION WE WILL HAVE TO DISCUSS:

1. HOW TO RECRUIT THE TEACHERS
2. SEMINARS CONTENT

**30.10.2015**

**9.00 – 13.00**

THE GERMAN TEAM (URSULA OR SONJA OR THE BOTH) WILL PRESENT THEIR UNITS. WE ARE MOSTLY INTERESTED IN THE PRESENTATION OF TEXTUAL GENRES STRUCTURE.

GERD WILL PRESENT THE CRITERIA TO EVALUATE THE DIDACTIC UNITS QUALITY, BASED ON THE ANALYSE OF THE GERMAN UNITS, THE ITALIAN UNIT NUMBER 2 (ARGUMENTATIVE ESSAY), THE CZECH UNIT NUMBER 5 AND THE SLOVENIAN UNIT NUMBER 1. (PLEASE VALERIE CAN YOU MAKE SURE THAT GERD CAN SEE ALL THESE UNITS?).

**13.00 END OF THE PLENARY MEETING**

THE AFTERNOON WILL BE DEVOTED TO HELPDESK SERVICE ON FINANCIAL STUFF

**14.00 – 19.00**

**LAURA SIMONETTI** – OUR NEW FINANCIAL MANAGER – WILL OFFER INDIVIDUAL HELP DESK SERVICE , ANALYZING THE FINANCIAL DOCUMENTS OF EACH PARTNER AND EXPLAINING THE DOCUMENTS THAT WE NEED IN THE FUTURE.

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