



INFOPACK

TRAINING COURSE

“E-LEARNING FOR EVS PLUS”

STRASBOURG, FRANCE, 24TH JUNE – 04 TH JULY 2018

*Please read carefully the following document and contact us if you have any questions :
network@amsed.fr*

Before buying the plane/bus tickets, please validate with us the travel option.



Welcome

Summary:

We welcome you to the round 2 of the training course « E-learning for EVS + », organized as part of the Erasmus+ Program of the European Union. This training course will take place in Strasbourg between the 24th June – 04th of July 2018 and will meet over the course of 9 days, with its participants including youth workers and facilitators, project coordinators, association leaders and active volunteers from 11 different countries: Italy, France, Greece, Croatia, Bulgaria, Turkey, Spain, Hungary, Portugal, Poland, Romania).

The objective of the second round of this training course where the same participants as in the previous mobility will come together, is to provide participants with skills, attitudes and aptitudes needed to understand and to improve the previous online sessions, to create a new E-courses & tools for the evaluation of the on-line sessions. At the end of this training course, participants will have created tools and workout methods and instruments for the certification/identification of the competences acquired by the on-line Trainings.

Interactive methods used:

- Icebreaker activities and workshops of linguistic release
- Presentation of the participants (and their sending association)
- Intercultural evening
- Interactive workshops on issues related to e-learning
- Round table, discussion, debate, presentation
- Visits and immersion in local communities
- Meetings with local figures, sharing and working on good practices
- Exchange realities, practices and experiences
- Presentation of the evaluation, methods, monitoring, exploitation of the moodle
- Workshop on creation of a volunteers manual
- Creation of a graphic magazine
- Improvement of the tools created in Greece for the 1st round and methods of evaluation of the e-learning of the platform

Specific objectives:

- To acquire theoretical skills and to develop their knowledge on: distance learning via web 2.0 using Moodle, on the structure and design of a remote interactive training; methods for monitoring and evaluating distance learners in a non-formal setting; remote tutoring methods for European volunteers.
- Acquire practical skills on the theme: how to design for each e-training personalized tools for monitoring and evaluation; how to create instruments of recognition for the beneficiaries of the E-formations.
- Act together by taking joint initiatives: creating a technical and pedagogical manual that facilitates access to the volunteers of the platform and benefit from E-training.



Association pour l'Asso
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Draft program of the seminar:

	Day 1 Sunday 24 th June	Day 2 Monday 25/06	Day 3 Tuesday 26/06	Day 4 Wednesday 27/06	Day 5 Thursday 28/06	Day 6 Friday 29/06	Day 7 Saturday 30/06	Day 8 Sunday 01/07	Day 9 Monday 02/07	Day 10 Tuesday 03/07	
8h - 8h45		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	
9h - 9h30	Arrival of the participants => reception, inscription and first contact with the participants	Energiser and Group revitalization games and contact with AMSED staff	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release	Energiser and workshop of linguistic release		
9h30 - 11h		10h Expectations fears and contributions	World café: 5W: Why? What ?, Who (should evaluation)? When (is the evaluation for)? When (To evaluate)	Critical reflection on the evaluation methods of E-Learning training of our platform that we had created	Finalization of the enrichment of the content and the improvement of the tools and methods of evaluation of the E-formations of our platform Moolde in favor of the young volunteers	Intervention and debate: Types of existing certifications in E-learning	Creation of instruments for the recognition of acquired skills of volunteers who benefit from online training via our platform. Part 1	Experimentation and adjustment of E training and assessment and recognition tools. Part 1	Creation of the volunteer manual Part 9	Presentation, discussion and adjustment of the user manual of the platform	
		Presentation of the activities, operational objectives of the training									Presentation of practical evaluation methods in the context of non-formal education of young people.
11h - 11h20			Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break
11h20 - 12h50			Critical look at the personal journal of learning monitoring.	Intervention & debate: Monitoring and evaluation in E-learning training: What is it? And what is it for? (The E-learning platform for EVS volunteers as an example)	Practical workshop: Enriching the content and improving tools and methods for evaluating the e-training of our Moolde platform for young volunteers	Finalization of the enrichment of the content and the improvement of the tools and methods of evaluation of the E-formations of our platform Moolde in favor of the young volunteers	Brainstorming and reflections on the following theme: Innovative tools for the recognition of the skills acquired by the beneficiaries of the e-formations of our platform.	Creation of instruments Part 2	Experimentation and adjustment Part 2	Creation of the volunteer manual Part 4	Discussion and definition of the role and contribution of each during the next stages of the project.
		Determine the group responsible for the preparation of the graphic magazine.									
13h - 15h			Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
15h - 16h30			Reflections and debate: Monitoring and evaluation in non-formal education: What is it? And what is it for	Dynamic reflections and debates on the evaluation of E-Learning training by addressing the following topics: * What are we evaluating? * The various devices for evaluating learning in the E-learning context	Continuation of the enrichment of the content and the improvement of the tools and methods of evaluation of the E-formations of our platform Moolde in favor of the young volunteers	Meeting of AMSED volunteers by an Urban walk under the theme of cultural heritage in Strasbourg	World coffee: Design the plan and tools for recognizing skills and certifications for our Moodle platform.	Finalization of the creation of the instruments for the recognition of volunteers skills Part 1	Creation of the volunteer manual for a better exploitation of our E-learning platform. Part 1	Finalization of the volunteer's manual for a better exploitation of our E-Learning platform. Part 1	Graphic Magazine Presentation
16h30 - 16h50			Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	Coffee break	
16h50 - 18h30		18h Spotting and discovery: place and training	Presentation and debate: fundamental elements of evaluation of non-formal activities (definition, indicators, results and criteria of quality and standards).	* How to define the indicators? * How to prepare an evaluation plan for E-learning training. * How to choose an assessment device based on content, learning objectives and learning outcomes.	Continuation of the enrichment of the content and the improvement of the tools and methods of evaluation of the E-formations of our platform Moolde in favor of the young volunteers	Free time	World coffee: Design the plan and tools for recognizing skills and certifications for our Moodle platform.	Finalization of the creation of the instruments Part 2	Creation of the volunteer manual Part 2	Finalization of the volunteer's manual Part 2	Final evaluation of the training
18h30 - 19h15			Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Day's Evaluation & update of the personal journal of monitoring and evaluation	Free time
20h	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner in the city	Dinner	Dinner		
21h	Icebreaker activity and welcoming reception	Intercultural reception	Preparation of the graphic magazine	Preparation of the graphic magazine	Free evening	Preparation of the graphic magazine	Free evening	Strasbourg by night Symphony of Art	Free evening	Delivery of the Youthpass and final ceremony	



Rules of reimbursement:

You will be reimbursed up to the maximum amount allowed per person (see below), from your country to Strasbourg (France), during the project dates (arrival on 24th of June 2018, departure on 04th of July 2018):

During the seminar:

You will be reimbursed of **50%** of the ticket cost, provided only if you:

- have sent by e-mail the completed travel information accompanied by an invoice and a copy of the plane ticket **before** the start of the training program
- have the **original travel invoices** (visa, plane or bus ticket, and other expenses) during the training program
- have your **boarding pass**, train ticket, bus ticket, etc. during the training program

After the training course:

After **receiving the return documents** from everyone (original **boarding pass**, bus or train tickets, etc.), and having received the second part of the funding from the French National Agency, **the remaining 50% will be paid by money transfer** (approximately in December).

50€ of participation fee for the training course will be withheld from the reimbursement of travel expenses (or you will have to pay it by cash at the beginning of the seminar).

Country of Residence	Maximum amount allowed per person in Euros. Transport tickets to Strasbourg (round-trip). Any costs higher than the maximum amount allowed will not be refunded! Visa fees will be reimbursed upon receipt and copy of the visa.	Participants
Turkey	275 €	3
Spain	275 €	3
Hungary	275 €	3
Italy	275 €	3
Romania	275 €	4
Greece	275€	4
Poland	275€	3
Bulgaria	275€	3
Portugal	360€	3
Croatia	275€	3



Will not be reimbursed:

- the cost of passport renewal
- the insurance fees
- the fees in case of a change of flights or missed flights
- expenses outside the itinerary from your country to Strasbourg
- costs outside the project dates
- the price difference between the amount allowed and the price of your ticket

Entering France

All foreign nationals who wish to come to France must be able to present at the border the **legal documents** related to the **scope of the stay**, the **means of subsistence** and the **conditions of accommodation**. Nationals from Ukraine and Turkey do not need a visa to come to France, on condition of presenting a biometrical national passport at the border. Nationals from EU, the EEE and Switzerland do not need a passport to enter France, a national ID card is sufficient. For participants needing a visa (from Turkey), it must be solicited at least ONE MONTH before the departure from the embassy or the qualified consulate of France in the home country of the applicant.

To learn more:

<http://www.diplomatie.gouv.fr/en/coming-to-france/>

Coming to Strasbourg

Strasbourg is right next to the border of Germany and close to Switzerland, so there are several options available:

If you arrive at Strasbourg Entzheim Airport:

Distance to the city center: 15 km

How to get to the Central Train Station : by train (9 min).

Cost: 4€ (per ride)

Website for additional information: <http://strasbourg.aeroport.fr/FR/Passagers/Acces/Navette-train.html>

To buy the tickets : <https://oui.sncf>

From the Basel-Mulhouse Airport to the Central Train Station of Strasbourg:

Distance to the city center: 130 km

How to get there: By bus to St Louis Train Station. Then by train to Strasbourg (1h20)

Cost: Bus: 2.50€ (per ride). Train: 23.10€ (per person)

Website for additional information :

Bus (Navette Aéroport/Saint Louis Gare): <http://www.distribus.com/>

Train (Saint Louis/Strasbourg): <https://oui.sncf>



From the Frankfurt airport (Germany) to the Strasbourg Bus Stop (XER) (next to train station)

Tickets must be bought in advance

Distance to the city center: 220 km

How to get there: by bus (Lufthansa) (2h30) or Flixbus (2h45)

Cost: 49€ (per ride by Lufthansa) or 11 € (per ride by Flixbus)

Website for additional information: <http://www.lufthansa.com/fr/en/Homepage/> /
<https://www.flixbus.com/?gclid=CND9parkzswCFTUz0wodUHUEWA/> /
<https://www.busradar.com/?currency=EUR>

Strasbourg Bus Station (arrive by bus)

Tickets must be bought in advance

How to get there: by bus from your country of residence

Website for additional information: <http://www.eurolines.fr/fr/contact/agences-eurolines/agence-strasbourg/>; www.flixbus.com ; <https://www.isilines.fr/> or others.

Accommodation



The project will take place at the **FEC** (Foyer de l'Étudiant Catholique) where you will be host (in double rooms) and where most of the activities of the project will take place.

**17, place Saint-Étienne
67081 STRASBOURG CEDEX
FRANCE**

Do not forget to bring:

- Bring your toiletries (shampoo, soap, towel ...), bed linen will be provided
- Rain and summer clothes (temperatures vary between 12°C and 26°C)

How to get to the FEC?

From Strasbourg Train Station:

When you exit the train station, take the **Tram C**  **C** (direction Neuhof R. Reuss).

Step out at the **station Gallia**. (5th stop)

Walk the rest of the way (4 min) (see map below)

From Strasbourg Bus Station:

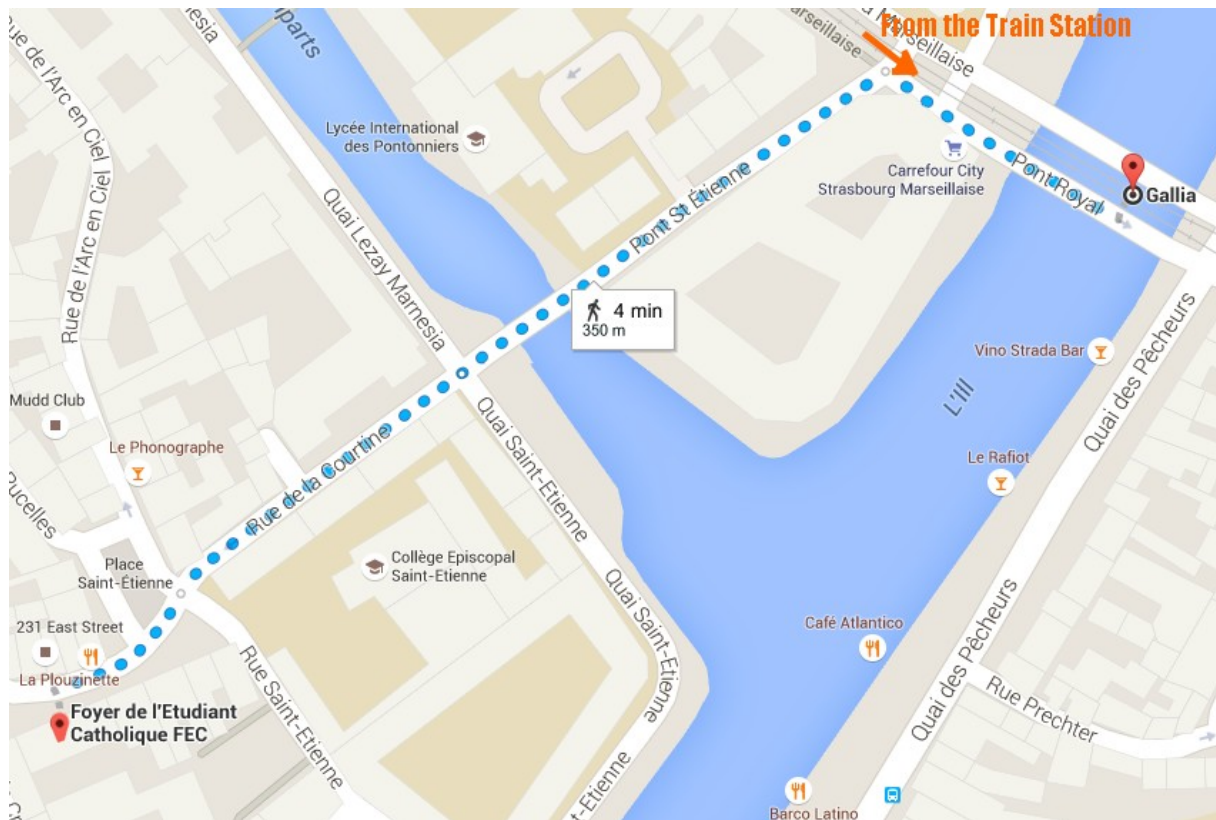
Take the **Tram A**  **A** (direction **Parc des Sports**).

Step out at the **station Homme de Fer** (3rd stop).

Then take the **Tram C**  **C** (direction **Neuhof R. Reuss**).

Step out at the **station Gallia**. (3rd stop)

Walk the rest of the way (4 min):



⚠ The price of the Tram ticket is not written on it. It is imperative that you ask for an invoice at the automatic machine if you want the ticket to be reimbursed (within the limits of the budget).

The TRAM ticket costs 1,70€ for one trip or 3,30€ for a round trip. Very important also is to validate the ticket BEFORE going in the tram, otherwise you might get a fine (100€ if you pay on the spot, 200€ if you pay later).

Contact :

DEGROOTE Sonia, project coordinator – network@amsed.fr - tel: +33 7 52 50 21 07 (only for emergencies) or +33 9 81 91 71 67

KABECHE Djilali, director of AMSED - contact@amsed.fr

CHAABOUNI Mohamed, director of Solidarity tracks - pistes_solidaires@yahoo.gr