

# Collaboration in eTwinning

## II. Creating an eTwinning project

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# How to register a project



# Menu

- ▶ Introduction
- ▶ Discussing the key elements of the project
- ▶ Submitting a new project
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## INTRODUCTION

The screenshot displays the eTwinning Live website interface. At the top, a dark blue navigation bar contains links for PORTAL, ETWINNING LIVE, MY GROUPS, MY TWINSPACES, and NSS DESKTOP. On the right side of this bar, there is a language selector set to 'English' and a 'Logout' button. Below the navigation bar, the main header area features the eTwinning Live logo on the left and a 'Support' link on the right. To the right of the support link is a user profile picture and two notification icons: a bell and an envelope with a red '1' badge. Below the header, a horizontal menu with orange text includes 'PEOPLE', 'EVENTS', 'PROJECTS' (which is underlined), 'GROUPS', and 'PARTNER FORUMS'. The main content area is divided into two sections. On the left, there is a user profile card for 'Bart Verswijvel', identified as 'EPOS vzw', with an 'Edit' button. Below this card is a prominent orange button labeled 'CREATE A PROJECT' with a right-pointing arrow. On the right, there is a 'Find projects' section featuring a search input field with the placeholder text 'Type a keyword, name, place, ...'. Below the search field is an orange 'SEARCH' button and a link that says 'Need an extended search?'.

The submitting of a new project is a process that can start after the key elements of the project have been discussed by the project partners.

The actual submitting is completed by the 2 project founders of the project. After the approval of the project more project partners can be added.

# Discussing the key elements of the project



## DISCUSSING THE KEY ELEMENTS OF THE PROJECT

**CREATE A NEW PROJECT**

- 1 Select school
- 2 Select partner
- 3 Project description**
- 4 Preview

### Short description

1000 characters

Type the description of your project, be clear and use keywords to find you

### AIMS

Try to be specific, particularly in terms of competences and skills you hope your pupils will gain through "European Dimension".  
Avoid stating too abstract concepts such as "communication".

### EXPECTED RESULTS

Indicate here if you are planning a final product such a public Twinspace or other resources. You might envisage instead the improvement of a school practice, or new knowledge.

Before starting the submitting procedure, the project partners should have a discussion and have a clear agreement about the key elements of the project. The key elements include, for example: title and short description of the project, aims, tools to be used, work process, and expected results.

## DISCUSSING KEY ELEMENTS OF THE PROJECT

GOOD TO KNOW

The screenshot displays the eTwinningLive website interface. At the top left is the eTwinningLive logo. To the right, there is a 'Support' link, a user profile picture, a notification bell icon, and an email icon with a '2' badge. Below these is a navigation menu with 'PEOPLE', 'EVENTS', 'PROJECTS', 'GROUPS', and 'PARTNER FORUMS'. The 'PEOPLE' tab is highlighted with a red underline and a red border. Below this is a user profile for Steven De Foer, with a profile picture, name, school 'Berkenboom Humaniora Bovenbouw', and location 'Sint-Niklaas, Belgium'. To the right of the profile are 'FOLLOW' and 'MESSAGE' buttons. Below the profile is a sub-navigation menu with 'ACTIVITY', 'ABOUT', 'PROJECTS', 'EVENTS', 'GROUPS', and 'PICTURES'. The 'PROJECTS' tab is highlighted with a red underline and a red border.

When browsing the profiles of other teachers the description of their projects can also be viewed.

## DISCUSSING THE KEY ELEMENTS OF THE PROJECT



### My World of Maths

Registered on 02.09.2015 · Active ●

[ACTIVITY](#) | [ABOUT](#) | [MEMBERS](#) | [PICTURES](#)

LIKE 3

⇒ GO TO TWinspace >

#### Languages

English, español, français

#### Age range

From 14 to 15

#### Subjects

Citizenship, Economics, Environmental Education, Foreign Languages, Geography, Health Studies, Mathematics / Geometry, Physics, Social Studies / Sociology

### About the project

Students get to know each other and discover Maths in their world, by pictures, contests, drawings. Students will measure nature in particular the Earth circumference and use Maths to work on the results. Starting from their personal experience and local traditions, students will exchange recipes, will make proportions to cook some foreign dishes in their families, will prepare statistics about food and nutrition and will use them to discuss and reflect about food and inequalities in their countries and all over the world. Students will record and watch video-lessons.

#### AIMS

Learn about foreign culture and traditions. Use of Maths outside the classroom, measuring the circumference of the Earth and preparing foreign recipes. Notice the beauty of Maths. Use of Maths in Science and to analyze social phenomena (food distribution, diseases related to nutrition habits). First steps in peer-teaching. Collaborate with foreign students.

#### WORK PROCESS

First of all involved students will learn about the other culture and traditions, ... Next step is to compare the works of the students. Small contests between the students. Later on the students can work together on a questionnaire.

#### EXPECTED RESULTS

Twinspace with all the results of the project. Learning video. Questionnaire and presentation of the results.

GOOD TO KNOW

The project descriptions containing the key elements of the project are public for everybody logged into eTwinning Live. Good project descriptions can be an inspiration to other teachers.

# Submitting a new project





## SUBMITTING A NEW PROJECT

The screenshot shows the eTwinningLive website interface. At the top left is the logo with the text 'eTwinningLive'. To the right of the logo are navigation links: 'Support', a user profile picture, a notification bell icon, and an email icon with a '1' badge. Below these are menu items: 'PEOPLE', 'EVENTS', 'PROJECTS' (which is underlined), 'GROUPS', and 'PARTNER FORUMS'. On the left side, there is a user profile for 'Bart Verswijvel' with the role 'EPOS vzw' and an 'Edit' button. Below the profile is a large orange button labeled 'CREATE A PROJECT' with a plus icon and a right-pointing arrow. In the center, there is a 'Find projects' section with a search input field containing the placeholder text 'Type a keyword, name, place, ...' and an orange 'SEARCH' button. To the right of the search button is a link that says 'Need an extended search?' with a magnifying glass icon.

The image shows a vertical list of four steps for creating a new project, each with a numbered circle icon and a title followed by a dotted line indicating a form field:

- 1 Select school
- 2 Select partner
- 3 Project description
- 4 Preview

When you want to create a new project **one** of the 2 founders needs to submit key elements of the project. After this procedure the other project founder will have to finalize the process by giving his/her approval.



The application process consists of 4 steps.

## SUBMITTING A NEW PROJECT

### Select school

Select the school you want to start this project with from your active schools list. If your school does not appear you can add or activate it while editing your profile.

**You can select only 1 school and this school can't be changed during the duration of the project.**

	<b>EPOS vzw</b> <i>Brussel Belgium</i>	<input checked="" type="radio"/>
	<b>Immaculata Instituut</b> <i>Malle Belgium</i>	<input type="radio"/>

### CREATE A NEW PROJECT


- 1** **Select school**  
.....
- 2** **Select partner**  
.....
- 3** **Project description**  
.....
- 4** **Preview**

The first step is to select your school. You must select only one school, even if you have more than one for a project. This choice can't be changed for the duration of the project.

## SUBMITTING A NEW PROJECT

### Select partner

Select 1 of your (active) contacts as the other founder of the project. The other founder of the project has been approved by your National Support Office. Add more contacts to your project.



**Arjana Blazic**  
*IX. gimnazija, Zagreb Croatia*

#### CREATE A NEW PROJECT

- 1 Select school  
.....
- 2 Select partner  
.....
- 3 **Project description**  
.....
- 4 Preview

#### CREATE A NEW PROJECT

- 1 Select school  
.....
- 2 **Select partner**  
.....
- 3 Project description  
.....
- 4 Preview

Afterwards you can select **one** of your contacts to be the other project founder.

## SUBMITTING A NEW PROJECT

### Project description

Describe your project. This information is very useful for your National Support Service in order to be able to approve the project.

#### CREATE A NEW PROJECT

- 1 Select school  
.....
- 2 Select partner  
.....
- 3 Project description**  
.....
- 4 Preview

In step 3 you need to give the key elements of the project. These elements can be modified after the project has been approved but it is advisable to fill in the elements as completely as possible from the very start.

## SUBMITTING A NEW PROJECT

**ETWINNING PLUS PARTNERSHIP** \_\_\_\_\_

Enables eTwinning Plus country members to be added to the project

No  Yes

**ETWINNING PLUS PARTNERSHIP** \_\_\_\_\_

Enables eTwinning Plus country members to be added to the project

**No**

**CREATE A NEW PROJECT**

- 1 Select school  
.....
- 2 Select partner  
.....
- 3 Project description**  
.....
- 4 Preview

The first question you need to need to answer is whether you intend to involve teachers from eTwinning Plus countries. Depending on your personal settings you will have the option to say YES or NO.

In other cases, based on your personal settings, the choice is set to NO.

GOOD TO KNOW

# SUBMITTING A NEW PROJECT

The screenshot displays the eTwinning user interface. On the left, a navigation menu includes 'Support', 'My Profile', 'My Events', and 'Edit my account' (highlighted with a red box). A user profile picture is also visible. The main content area features a vertical list of settings: 'PERSONAL INFORMATION', 'MY PICTURES', 'MY SCHOOL(S)', 'MY INTERESTS', and 'PRIVACY & SECURITY'. The 'MY INTERESTS' section is expanded, showing a form with the following elements:

- Text: 'Complete the information below to allow other eTwinners to find you and let them know what kind of projects you would like to be involved in.'
- Section: 'AVAILABILITY'
- Form field: 'I am available for an eTwinning project' with a 'NO' button.
- Form field: 'I am available for an eTwinning Plus project' with a 'YES' button (highlighted with a red box).
- Form field: 'SELECT SCHOOL'

If you consider collaborating with partners of eTwinning Plus countries, you must indicate this in the settings of your profile (MY INTERESTS). Only if you express that you are available to eTwinning Plus you will be able to view and add contacts from eTwinning Plus countries. eTwinning Plus teachers will only see your profile if you indicate your availability.

## SUBMITTING A NEW PROJECT

### DESCRIPTION

**Title**

**Short description**

### LANGUAGES

### PUPILS

### SUBJECTS

### TOOLS TO BE USED

Select the tools you are planning to use during your project. You can update this information at any time after the project has been approved. Please remember that the Twinspace, the working area made available to all registered projects, offers most of the tools you might want to use such as blog, forum, wiki, webpublishing, file archives, image archives, and chat.

- |  |   |
|--|---|
| <input type="checkbox"/> Audio conference  | <input type="checkbox"/> Chat             |
| <input type="checkbox"/> Forum   | <input type="checkbox"/> MP3              |
| <input type="checkbox"/> Other software<br>(Powerpoint,video,pictures and drawings)          | <input type="checkbox"/> Project Diary    |
| <input type="checkbox"/> Twinspace   | <input type="checkbox"/> Video conference |
| <input type="checkbox"/> Virtual learning environment<br>(communities, virtual classes, ...) | <input type="checkbox"/> Web publishing   |
| <input type="checkbox"/> e-mail  |   |

When applying for a new eTwinning project you need to provide a Project Title and a Short Description.

You can tick the working Language(s) used in the project, Age Range of the Pupils, Subjects in which the projects will take place as well as the Tools that will be used.

## SUBMITTING A NEW PROJECT

### AIMS

Try to be specific, particularly in terms of competences and skills you hope your pupils will gain through this project. Refrain from stating too abstract concepts such as "European Dimension of education" or "Intercultural communication".

### WORK PROCESS

State how you intend to work with your partner schools and how responsibilities are shared. Give an approximate calendar of activities, state how frequently you will work with your partner; indicate how you intend to involve your pupils; if you intend to create teams of pupils of different schools, and other relevant information.

### EXPECTED RESULTS

Indicate here if you are planning a final product such a public Twinspace or other resources. You might envisage instead the improvement of a school practice, or new knowledge.

### PROJECT KIT

Is your project based on an [eTwinning Project Kit](#)?

No

Yes

A taste of my life



Also needed are a description of the Aims, the Work Process and the Expected Results.

Project partners can also agree on selecting a Project Kit to be the basis or inspiration for the project. Selecting a Project Kit will facilitate the creation of a project. All elements of the selected Project Kit can be adapted, parts can be omitted, new parts can be added.



## SUBMITTING A NEW PROJECT

PREVIEW

CHANGE

SUBMIT

### CREATE A NEW PROJECT

1

Select school

2

Select partner

3

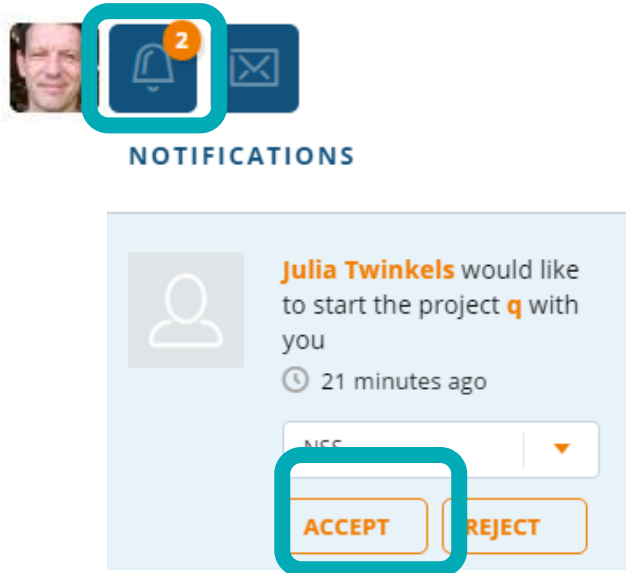
Project description

4

Preview

The filled-in data can be previewed and adapted if necessary before being submitted.

## SUBMITTING A NEW PROJECT



## Pending projects (1)



The other Founder of the Project will receive a notification he/she needs to accept.

From then the project will have a PENDING status while being reviewed by the National Support Services.

When the project has been approved it will become active and the Project Founders will have access to the project TwinSpace.

## CONCLUSIONS

### AIMS

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A környezetvédelem fontossága. A veszélyeztetett növény és állatfajok megismerése és védelme.

### WORK PROCESS

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A természetvédelmi terület megismerése több kirándulással. Fényképek, dokumentációk készítése

### EXPECTED RESULTS

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A környezettudatos életmód tudatosítása. Természetvédelem fontosságának felismerése.

Megismerése a tájról kihalt fajokkal, megismerése a védett fajoknak.

A good project description is in many ways important. It will facilitate the approval of the project by the National Support Services of the project founders. It also contributes to the online identity and reputation in the community of eTwinning teachers.

Project descriptions can be written in the language of your choice.

# etwinning.net

Concept, text and editing by eTwinning Central Support Service - 2015

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