



No. activity (1)	Objective (2)	Description of activity (3)	Target group (4)	Starting date (5)	Ending date (6)	Tasks (7)	Responsible (8)	Expected results (evaluation) (9)
A1	To provide graphic and freely available information about the project	Creating and updating project's web page	Partner schools staff and students Other schools staff and students across Europe or Internationally	January 31, 2017	August 2019	Preparing information regularly (every partner according to the requirements of each section of the website)	Ventspils Secondary evening school LATVIA	Project website dropoutmin.eu Under results put link to activities and dissemination
A2	Openly reflect on the output of the project	Sharing good experience. Examples of the good experience on using ICT and minimizing dropout, that are summarized after each Learning Teaching Training Activities (further LTTA)	1 st . Participants to LTTA; 2 nd . Other teachers (students) from every institution involved (at least 4-6 teachers and/or students) who will participate in special activities focused on transferring the skills acquired by first group in every partner	C1. 1 st . 4/04/2017 C1.2 nd . April 2017 C3. 1st	C1. 1 st . 8/04/2017 C1. 2 nd . May 2017	Every partner country will organize activities based on transferring the skills acquired by participating teachers (students) to other colleagues in every school after the LTTA has been finished.	Every coordinator from each partner country	Program of each LTTA including the invitations; Lists of participants in each partner school Give link to the event partners' school website, where PP presentations is put 7



			school.					
A3	Two goals: ICT use in practice and what students think of the problem of dropout	Production of Video films. The form and team is clearly known for making a short film on dropout's problem. These results can be used during LTTA C3 (work in groups, creative workshop) The form of competition can be used	Minimum 9 students from each partner school A total of 45 students/project	October 2017	December 2017	Create 3 short films on dropout where at least 9 students are involved	Every partner	3 short films with the plot on the topic of dropout for each country A film should be no longer than 3 minutes between (1-3) minutes A total of 15 videos/project
A4	ICT use in practice and to get knowledge about skills for job market	Production of Video interviews. Students interview the employers (students should get to know if it is possible that they can apply for a job without any experience, how they can choose the new job, how important IT knowledge is, what kind of professions are important, the attitude of employer, how important the	Minimum 9 students from each partner school A total of 45 students for the project	December 2017	February 2018		every partner	At least 3 videos no longer than 3 min. each A total of 15 videos/project



		digital literacy is). These results can be used during LTTA C3 (work in groups, creative workshop)						
A5	ICT use in practice and to get new information about learning and working experience of other people.	Production Video interviews. Interviews with the youth who has graduated the school (their experience in the job market, what or who urged them to start learning again, who or what helped not to dropout). These results can be used during LTTA C3 (work in groups, creative workshop).	Minimum 9 students interviewing minimum 3 graduates from each partner country A total of 45 students and 15 graduates/project	February 2018	April 2018	Graduates' experience in the job market, what or who urged them to start learning again, who or what helped not to dropout).	every partner	3 video interviews 15 video interviews/ project
A6	Informing students and/or parents about the school issues	Seminars and/ or brainstorming for students and/ or parents organized in every partner school. About the issue how do they see the educational process, what would help them. The results can be used as a	Minimum 10 students and/or parents from each partner country A total of 50 students and/or parents	March 2017	June 2017		Every partner school coordinator	a list of participants, could be presentations , decisions made, some photos, a list of ideas



		work material to continue brainstorming in international groups						
A7	To summarize and compare data to organize the more optimal support system for students	Surveys for students – what makes you to return to school, were there any problems? Discovering the main dropout reasons and make a comparison between partner countries related to the reasons discovered.	40-100 students from each partner school	January 2017				
A8	Increasing European students` awareness regarding their opportunities in the context of the European Single Market. to improve students` ICT and foreign language skills as an opportunity to make career	Career Education and guidance in the context of the European Single Market. The online course - focused on informing the students about their opportunities in the European Single Market. The module will be adapted to be used in an on-line environment for any specialization or student level by each	Teachers: 2-3 teachers from each partner school Students: -Focus group of 6-10 students from each partner school; -At least 20 students enrolled in the course from each partner school/country	January 2017	June 2019		“Matei Basarab” Technical College ROMANIA	Online course named “Career Education and Guidance in the Context of the European Market”



	and learning motivation:	partner. The course will be tested on a focus group and improved before being effectively used with students						
A9	To use the received feedback in the process of evaluating the project, as well as to improve content and organizational quality during the project.	Survey about feedback. All time during the project. The responsible person: for every activity of the project the coordinator of partner schools writes a report and summarizes the results.						
A10	To popularize ideas of the project, by showing the source of finances	Implementations activity, all time during the project. Preparing Press releases and/or publications for media, publishing and updating the information in the web page at least once in a quarter.					The coordinators of each school who gives the information to the coordinator of the project once in a quarter	
A11	???	Dissemination of the results. At the end of the project each partner school						



		organize the activity for dissemination the results – a seminar or a conference for the teachers and/or parents and other interested persons.						
A12	To provide a qualitative leadership of the project	Communication among partners through ICT (webinar, e-mail, Skype, etc.). At least, once in a month. The responsible one for organization and content – the coordinator of the project, for participating – coordinators of each school. The main questions in the content: calendar for the activities, contents, process, quality, results, budget.						
A13	To provide an open communication between partners	Group in Facebook. All time during the project.	All the teachers involved in project implementation (at least 3 from	December 2016	August 2019	Every member of the group should communicate and share information regularly (•••••)	TURKEY	Facebook group of project team



			every partner country)					
C1	To create an awareness on dropout situation in Latvia's evening schools and vocational schools, on good practice examples of minimizing dropout	The 5 days camp in Latvia (plus 2 days for traveling). Content: Dropout problem in Latvia, visiting Ventspils secondary evening school and other evening schools in Latvia. Visiting Ventspils vocational school. Visiting and attending the discussion in the University of Latvia, Faculty of Pedagogy. Practical workshop in Ventspils digital centre (introduction to their informal educational offer). After the discussion with researchers of the University of Latvia and/or experts, who has a similar experience in similar situations, in the result of synergy, work out proposals	Teachers: 19 – 3 (Denmark)=16 3 teachers from each partner school (15)					



		and suggestions for minimizing dropout						
C2								
C3	<p><i>To improve ICT skills of students and teachers.</i></p> <ul style="list-style-type: none"> -To provide students with new ICT tools that can be used in their future career. -To exchange ideas how to integrate ICT effectively in teaching for dropout's minimizing. -To develop presentation and discussion skills of students, as well as critical thinking, on the basis of shared watching and analysing of the material created by students (video films and 	<p>During the 5 day ICT camp (plus 2 days for traveling), participant students and accompanying teachers will acquire new competences on some ICT tools like Webley, Blogger, We-video, Slide-share. Teachers will exchange ideas on new Web 2.0 tools to integrate their classes. Discussions about the materials worked out by students - video films about the dropout problem in every country, interviews with the graduates and the possible employers. Participating students and accompanying teachers will acquire new competences on</p>						



	<p>video interviews). <i>To summarize ideas on the possible decreasing of dropouts.</i></p>	<p>some ICT tools like Weebly (to build websites easily), Blogger (to create blogs for several purposes), We-video (to create online videos), Slideshare (to share PPT presentations on-line) and teachers will exchange ideas on new Web 2.0 tools to integrate into their classes. Discussions about materials worked out by students (video films on dropout problem, interviews with school graduates and possible employers).</p>						
C4	<p>Improving the content and design of the online course "Career Education and guidance in the context of the European Single</p>	<p>The 5 days camp in Romania (plus 2 days for traveling). Content: Dropout problem in Romania, visiting schools. Organizing a workshop for participating</p>	<p>15 teachers (3 teachers from each partner school)</p>	<p>23 October 2017</p>	<p>27 October 2017</p>	<p>Start travelling on 22 October or earlier</p>		



	<p>Market”. Developing learning design for online teaching skills for the participating teachers (objectives, activities, digital content, online evaluation, online communication)</p>	<p>teachers: “How to Become an Active European Citizen - Career education and guidance”. Based on Romanian teachers experience, there will be a transfer of good practices in developing student`s entrepreneurship skills. Furthermore, improving the content and design of the online course “Career Education and guidance in the context of the European Single Market”. Participating teachers will share ideas and will discuss the local context in relation to the jobs market and requirements in each country. In addition, there will be created an online discussion group for teachers that will help them in</p>						
--	---	--	--	--	--	--	--	--



		further discussions and collaboration for adapting the course and using it effectively with students.						
C5	To share our experience in minimizing dropouts by using ICT, different teaching methods.	The 5 days camp in Lithuania (plus 2 days for traveling). Content: Dropout problem in Lithuania, visiting Taurage Adult training Center and Tauragė vocational school, and other adult schools in Lithuania (Kelmė, Kėdainiai, Kretinga, Klaipėda) Organizing a workshop for participating teachers: "What can teachers do to help students stay in school".	15 (16) teachers (3 teachers from each partner school)					
M1	To coordinate tasks and reach an agreement on communication, planning, budget control,	Transnational Project Meeting in Italy. Each partner prepares information about dropout situation in his/her school and country, what kind of	Implementation team from each partner country	December 2016				



	<p>evaluation, and dissemination issues.</p>	<p>effective events should be implemented. What kind of technologies we will use during our project. It is necessary to precise calendar plan; discuss the content and sense of nearest activities and budget issues. Also agreement on the web page is needed.</p>						
M2	<p>To get a common evaluation and the point of view about the goals achieved, about sustainability in every country.</p>	<p>Transnational Project Meeting in Latvia, 2019/08. Evaluation of the project, preparation of reports.</p>						