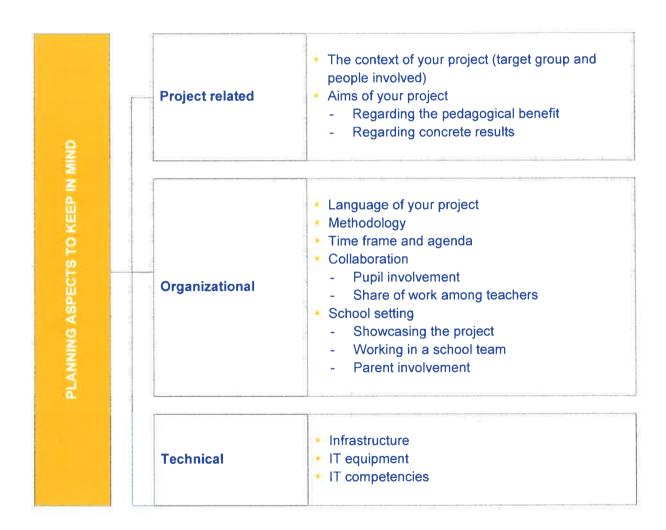


## Preparing and planning your eTwinning project

When planning an online project with international partners, there are a lot of aspects that need to be taken into account and that in the course of implementation often prove to be inter-related. To prevent any unpleasant surprises, it is worth dedicating some time to the questions related to these general planning aspects.







## Project related planning aspects

Project title and main idea	
	.4.
Partners	
	ı
Pupils' ages	
Classes involved	
Curricular integration / subjects	
Curricular integration / Subjects	
Specific goals (all partners)	

## Organization related planning aspects

Language(s) used
Time frame of the project (including time per week)
Main activities and calendar for each activity
(taking into account different holidays, exam periods, traditions and religions)
Communication with partners (frequency, email/phone/skype)
Involvement of other partners
(colleagues from other departments or teaching other subjects, parents, associations p. ex.)

(agual abar	
(equal share	e or different responsibilities according to specialized fields, periods of time p.ex.)
	nt of students
(decision or	n topics/activities, administrative responsibilities like moderation of groups p.ex.)
Collaborat	ion between students (towards final product p.ex.)
Conaborat	ion between stadents (towards mai product p.ox.)
Remember	Collaboration is not working in parallel! It is best achieved designing engaging activities which require both partners' contribution to complete the tasks
Remember	
	activities which require both partners' contribution to complete the tasks
Engaging	activities which require both partners' contribution to complete the tasks
Engaging teams)	
Engaging	activities which require both partners' contribution to complete the tasks
Engaging	activities which require both partners' contribution to complete the tasks
Engaging	activities which require both partners' contribution to complete the tasks

Designing the first activity: Getting to know each other	N <sub>A</sub>
	1
	A.
Intermediary products and milestones	/v
Final activity / Final product	
Dissemination (documenting and keeping track of milestone	es, showcasing project work)

Dissemination	(documenting and kee	ping track of miles	stones, showcasir	g project work)
<b>valuation</b> (in	the course of the project	ct/at the end, from	student and teac	her perspective)
nfrastructu	re related planning	aspects		
Tools used (ta	king into account usab	ility, licenses, form	nats and legal asp	ects)
nyahramant i	of IT newtoons / seheel	notwork adminis	tratore	
nivoivement (	of IT partners / school	Hetwork adminis	uators	