

Erasmus+ Programme – Strategic Partnership
Project nr **2016-1-RO01-KA204-024799**

**Minutes of the 2nd Transnational meeting in Prague, Czech Republic
22/06/2017-23/06/2017**

Participants:

Institutul Postliceal “Phoenix” [IPP]: Mihaela Vonica, Amalia Lazar

Asociatia pentru Servicii si Comunicare in Oncologie [APSCO]: Csaba L. Dégi, Ferenc Gabor, Lukacs Gyula Ignác

INSTITUT INPRO a.s. [INPRO]: Jakub Skaba, Veronika Janouchova

Cay Mesleki ve Teknik Anadolu Lisesi [CVTHS]: Mine Haciomeroglu, Tolga Akalin

Universitatea de Medicin si Farmacie “Iuliu Hateganu” [UMF Cluj]- Mihaela Aldea

Fondazione ANT Italia Onlus [ANT]: Paolo Paodan, Sara Mezzetti

Thursday, 22.06.2017

The 2nd Transnational meeting in Prague was started by a short introduction, overview of the project and short presentation of the work that the different partners had done since the Kick-off meeting in Romania.

From **UMF Cluj**, an expert oncologist presented information about cancer in general, the different types of cancer and also about the frequent restraint of Romanian people when dealing with cancer patients. From UMF perspective, they want the learning materials to be usable on smartphones and concentrated on employers and caregivers, who are usually exempted from such projects. UMF Cluj also emphasizes the need of a professional moderator and make sure platform will not deal with individual cases and give prognostics.

CVTHS focused on dissemination and promotion of the project among their students. In Turkey there is a problem, that many Turks search for information through social media and they believe everything. Also, they feel the need to raise awareness about cancer prevention.

ANT found out that the materials should be SEO friendly, especially easily searchable through Google. Due to the focus on older people, we should not only use Facebook. People in Italy are still afraid to talk about cancer, which needs to be changed. The materials should mention something about how to deal with children of people with cancer.

APSCO would also prefer a video format of the learning materials and provided examples of their preference (education videos from Austria) and mentions that the websites should be offering support but not treating and take note of the differences between cultures and different ways of communicating in partner countries.

After the presentation, **INPRO** led a discussion on how to best finish the O2 and finalize the *Report on Learning through Social Media/Networks about living and working with cancer in partner countries*. The partners edited the original texts, agreed on logos and technicalities, and ANT suggested a smarter way of approaching the translation, which was then agreed. In addition to the text of a report, there will be an appendix containing the methods and results from the research.

Task for finishing the O2

- **All Partners** will send their **contact information** and **links** to their **websites** to add on the last page of

the Report

- **All partners** will send their suggestions for the chapter **Evaluation** (synthesis of main thoughts of the report) – **max. 1800 characters** until **7th July 2017**
- **INPRO** will design draft of the Evaluation and send the draft to all partners
- After agreeing on the final version of the Evaluation, partners will translate the most important chapters to national languages: **Introduction and Evaluation**
- Partners will also create an **Abstract** and translate it into all national languages
- **INPRO** will add links of the questionnaires to the Report's appendix and add EU disclaimer note
- **IPP** will send information about Romanian associations dealing with cancer
- **INPRO** will share all deadlines for the Output with IPP

In the second part of the first day's negotiation, APSCO presented the future tasks for the next Output (O3) and deadlines for the tasks involved in the output; all information is accessible via Google Calendar for the partners. After the presentation, there was an intensive discussion about the possible format of the e-learning materials.

The main tasks of the O3 will be creating guidebooks, a list of skills and a curriculum. The curriculum will be composed by 4 modules: Living with cancer, Communication and cancer distress, Cancer at work place, Security and Privacy on the Internet. Starting January, the assessment instruments will be designed.

The expected dates of finishing the work are:

Guidebooks - **10.09.2017-16.11.2017**

Skills and competencies - **01.09.2017-20.10.2017**

Curriculum - **17.10.2017-10.01.2018**

Compared to the original plan, it was suggested to move deadlines for most activities a month earlier – and approved, the dates will be adjusted in Google Calendar.

Tasks

- Firstly, **APSCO** will draft a list a skills and competences, which will be edited by **ANT**, the list has to be finalized by the **end of November**
- **INPRO** will design the guidebooks
- Curriculum will be ready for approval on 8th of December
- Each module will be a responsibility of one partner organization
- Modules will be prepared by the end of March

While discussing the content, it was agreed, that it has to be user friendly and targeted. Other points are still open for discussion and will be decided at the next meeting:

- Is there a need of certificates?
- Should the learning material be in a video format/PowerPoint/animated video?
- How will we use open resources?
- How will the guidebooks look like, who will be the target – teacher/student

Dissemination activities

As for the continuous dissemination, an activity was reported almost every month. It was agreed to move

dissemination conferences to a point from **May to August 2018**, in order to have a larger part of the project finished and to be able to show the results.

IPP will upload the meeting agenda, the minutes and pictures (short news) about the transnational meeting on the SPAC platform.

Friday, 23.06.2017

In the beginning of the second day, the **Circles of Trust** were discussed. Circles of trust are meant to provide the target groups a chance to meet, help each other, feel less lonely and empower themselves. The first task is to create a core group out of two people and make it grow; there should be at least **12 people** by the end of September. The output from the circles of trust will be 4 **videos**, where the participants will explain the work they had done and share their experience, four stories in every language. The **partners** will also write a short **report** about the experience of the people.

ANT also suggested having a forum for the Circles of Trust on the platform.

IPP presented the **SPAC platform** and provided instructions for all the partners on how to access and upload internal project documents or how the e-learning tutorials will be added. The calendar was also presented, with the possibility to create both internal and public events.

Among the internal documents on the platform, there are also *the declaration of VAT or employment contracts* that have to be sent to IPP (IPP will send an email with further information)

Another discussed topic was the project's **leaflet**. It was agreed that there will be two version of the leaflet in different formats and the partners will **translate** it into their national languages. There will also be a separate leaflet for the project of trust, which IPP will send. **Each partner** has to send their contact information (IPP will send an email with further information) – the contact person's address/email/phone number, so IPP can put the information on the leaflet. The change of the main picture is also possible.

Preparation for next meeting

It was agreed that strategies for the O 4 (CVTHS) and O5 (UMF Cluj) need to be finished before the next meeting in Italy. It will be done and sent to all partners 10 days before the Bologna meeting, **9th December** at the latest. Main topic to be discussed in Bologna will be the courses and how it will be done – the exact format has to be agreed.

Dates of the next transnational meetings:

-19-20 December 2017 in Bologna, Italy

-28-29 June 2018 in Rize, Turkey

Additional Information

All relevant materials will be available in the internal document section of the SPAC platform.