

Project EURODDIP_E 2018-1-ES01-KA201-050300

12nd online Meeting 16th March 2021

Time 10:00 p.m.

Teams: [Teams](#)



Attendees

Universidad de Burgos (UBU): Beatriz Nuñez (Project Coordinator), Wilco Verbeeten (Researcher) and Miriam Manrique (Financial responsible)

UC Leuven Limburg (UCLL): Andy Veltjen (Researcher).

Università de la Calabria (UNICAL): Giovanni Frontera and Lorena Montesano (Researcher).

RARISSIMAS: Marta Lopes, Ana Daniela Pereira, Joana Santos and Rui Pedro Ramos.

Colegio Buenafuente: Lola Astillero Diaz - Miguel, Beatriz Pereña López y Dina Saavedra.

AEPMI: Jimena Francos Sanchez.

FACDM: Jimena Francos Sanchez.

PHOENIXKM: Karel Van Isacker.



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MINUTES:

1. Welcome and introduction. Wilco Verbeeten, UBU.

Wilco welcomed all partners to the 12th Online meeting.

2. Intellectual Outputs. Wilco Verbeeten, UBU.

Wilco started to explain IOs and the proposals of each partner of the project.

IO1: Methodology to evaluate disabled students' capacities for educational devices personalization.

IO2: Software to personalize educational devices for disabled students.

IO3: Hardware to support devices personalization for disabled students.

Proposals of partners IO1:

UBU proposes the translation and layout into French of the "Capacity Detection and Orientation Guide" to reach a larger number of countries inside and outside the European Community, such as France and Canada.

In the next link, you can check the questionnaire of the French translation of the "Needs Assessment":

https://riubu.ubu.es/bitstream/handle/10259/5262/QT_fran%c3%a7ais.pdf?sequence=3

Karel (PHOENIXKM) said that translation is not an Intellectual Output but should be covered via PMI or subcontract. He suggested to put only layout and remove "translation" because it is not included. This will be taken into account.

Rarissimas proposes to try to get a more realistic sample and idea of needs in Portuguese-speaking schools. The Portuguese version of the document "EURODIPP_CAP": "Methodology and guidelines for the detection of students capabilities for educational inclusion" could be implemented in other geographical areas in Portugal, for example Madeira and Azores islands, Portuguese-speaking African countries (PALOP) and European countries with Portuguese communities.

Wilco (UBU) asked if Rarissimas could elaborate on their proposal, as it was not completely clear what exactly was meant and how it was contributing to improve IO1.

He emphasized that all proposed improvements has to be clearly explained in the final report.

Joana (Rarissimas) explained that they were thinking to elaborate more on this proposal to implement in Madeira and Azores. They want to have more evidence if they will include the islands and it will be good for IO1.

Karel (PHOENIXKM) mentioned that the proposal, as it is, seems like a piloting action, which is not funded under IO budget but under PMI. He also indicates that the proposal has to be better explained in order for it to be accepted by the E+ programme.

Beatriz (UBU) said to Joana (Rarissimas) that it could be talked over in a bilateral meeting to clear up the proposal.

Joana (Rarissimas) said that they want to put more geographical areas to cover more, but had not thought of the fact that PALOP and other countries outside Europe do not fall within the E+ programme. They will take out the PALOP countries of their proposal.

Beatriz (UBU) said that what Joana explains in the IOs is part of the diffusion of the project and the materials that are created in the development of the project. It is not an addition or improvement of IO1. Furthermore, the time period for IO1 has already officially closed, so addition must be well explained for the improvement to be accepted.

PHOENIXKM proposes that EURODDIP-CAP will be transformed into annotated Livebooks (for each language + French), using HTML5. This will ensure an easier reading experience, online or mobile. This is an extra contribution to “O1.A3. Toolkit compilation”.

Proposals of partners IO2:

UBU wants to cover the Methodology for needs assessment (IO1) into a mobile app, available for all partners languages.

Karel (PHOENIXKM) asked if the mobile app would be available for all types of mobile phones (Android, IOS, Windows, ...), or only a specific operating system.

Beatriz (UBU) answered that the idea was to develop it for the Android operating system.

Andy (UCLL) suggested to develop the App on a cross-over platform, which works on a website. In that way, all mobile phones could use the App, independent of the operating system that runs on a specific phone. Furthermore, it makes it easier for updates and maintenance.

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PHOENIXKM: IO2 will be driven using “Personas” of typical Assistive Technology users. They have already collected some 30 people. Personas will be formatted by PHOENIXKM according to IO2 portal format. As such, Euroddip_eToolkit will be able to provide students a personalized environment based on “Personas”, thus meeting the needs of their impairment(s), relevant to their computer use in an inclusive educational setting. It’s an extra contribution to “O2.A3. Software Toolkit”.

UCLL have two proposals in this IO2:

- 1) **Personas:** using it as typical assistant technology users. It is incorporated into the online web application. The use of personas gives the professional additional search options. Basically, a package of assistive technologies tailored to the searched Persona is offered. By this method, it is easier and more efficient to adapt to the environment for students.
- 2) **Community building:** Euroddip_ecommunity is being built via the online web application. It is therefore not only the intention that people can use the application to find multiple possibilities to optimize the computer use of students with disabilities. All the professional users of the platform can share experiences, materials and the best practices with the platform and its visitors.

Proposals of partners IO3:

UBU has 2 proposals for this IO3:

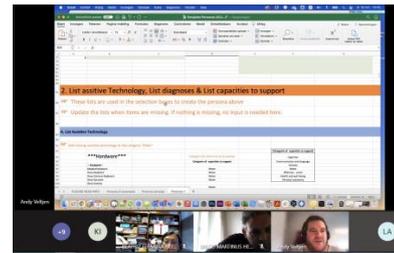
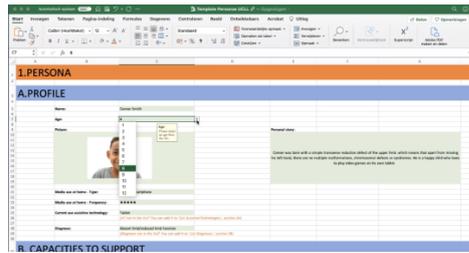
- 1) Development of educational material for Augmented Reality environments.
- 2) Augmented Reality training for professionals in the educational fields.

PHOENIXKM will transform the Handbooks into annotated Livebooks using HTML5. Livebooks will be in each language of the partner’s countries + French.

After presenting all the proposals for IO1, IO2, and IO3, Andy (UCLL) was given the chance to explain the templates for “PERSONAS”. He explained that he created a folder in O2 with the name “Templates personas & AT”, where all partner could download the templates for their own institution and fill them in. Once filled in, the templates with the “PERSONAS” can be sent to UCLL or uploaded to Gdrive.

The link to access this folder is:
https://drive.google.com/drive/folders/1aoWs6gVFCKotOI8JqsELku21UF_KITvj?usp=sharing

After this, he started to show the different aspects of the template.



So, all partners must create multiple “personas” and they can enrich the list of Assistive Technology and use them in their “personas”.

There were some doubts about the creation of the names and photos to be used in the PERSONA profile, regarding the use of real names and photos. It was clarified that for this system, fictitious names and photos should be used, but the PERSONA profiles should be based on real cases and real data.

Karel (PhoenixKM) suggested 2 websites for the fictitious name and photo for the PERSONA profile. If you want to get pictures or images, you can access the following link: <https://www.pixabay.com> and to create name profiles you can visit the next link: <https://www.name-generator.org.uk/>.

Wilco (UBU) asked if these templates will be used only by the partners, or that the idea is that they will also be available for the website community.

Andy (UCLL) clarified that this template will be for the exclusive use of the project’s partners for the time being. He suggests that the community will be able to comment on the different “personas”, and that these comments can be downloaded. All content will be uploaded to the platform.

Presentation here: [12 MEETING EURODDIP v210316](#)

3. Financial and Administrative issues. Miriam Manrique, UBU

Miriam highlights that all administrative and financial statements are already completed and thanks for it.

Other topics covered:

- Final financial report: Pending NA assessment for balance payment.
- Timesheets: They are completed until December. Now they must be completed from January to March 2021. Deadline is **9th April 2021**.
- Declaration of veracity closed.
- Improvement of IOs: increase of days for some partners.
- Reminder travel insurance → KoM Burgos. IITPM – Italy.
- Reminder C2 and ME2.
- Updated responsible declarations.

Concerning the IO1, and the enrichment proposals presented it must agreed when to report the extra days in 2020 or 2021?.

Karel (PHOENIXKM) thinks that the best option is 2021, in the end of the project. With the increase in the number of days, he will have no problem to develop them in the end. Ubu will make a proposal based on this suggestion.

She reminded Rarissimas that the next C2 online will be done on **20th and 21st April**. Deadline to send the supporting documents on 9th May 2021.

Also, she remarked about the next Multiplier Event. On this point, Karel reminded that UCLL and UBU gave feedback about the agenda, but not the rest of the partners. It was insisted upon, that all partners should give their feedback on the agenda. And if they are OK with the agenda, indicate this OK to PHOENIXKM.

Finally, all partners must update responsible declarations for attendees to the meetings on **9th April**.

Presentation here: [EURODDIP_E_ADMINFIN_16032021_fv](#)

NEXT STEPS:

Who	What	When
ALL PARTNERS	Fill in and upload the following documents in different folders: <ul style="list-style-type: none"> • PARTNER travelinsurance • Travel Insurance 	9 th April
ALL PARTNERS	Updated Timesheets and Financial Statement from January 2021 until March 2021.	9 th April
BUENAFUENTE AEMPI PHOENIXKM	Updated Responsible Declarations	9 th April
RARISSIMAS	LA2 PORTUGAL . Upload supporting documents at GDRIVE.	9 th May
PHOENIXKM	ME2 . Upload supporting documents at GDRIVE.	18 th June
UBU	Defining new dates for IO1	ASAP
ALL PARTNERS	Fill in "Personas" templates	
ALL PARTNERS	Give feedback on ME-agenda to PhoenixKM.	

Screenshots:

MD MIRIAM MANRIQUE DOMINGO (Externo) Ayer 10:00
Miriam Manrique (UBU)

WV WILCO MARTINUS HENDRIKUS VERBEETEN (Externo) Ayer 10:00
Good morning, Wilco Verbeeten from Universidad de Burgos.

BA BEATRIZ FERMINA NUÑEZ ANGULO (Externo) Ayer 10:01
Hello. I am Beatriz Núñez from Universidad de Burgos

Andy Veltjen (Externo) was invited to the meeting.

Ayer 10:01
Please, include your name and institution in the chat

thanks

Karel Van Isacker was invited to the meeting.

Ayer 10:02
Andy and Karel, please, include your name and insitution in the chat

thanks

JS Joana Santos (Invitado) Ayer 10:02
Hello :) good morning everyone!

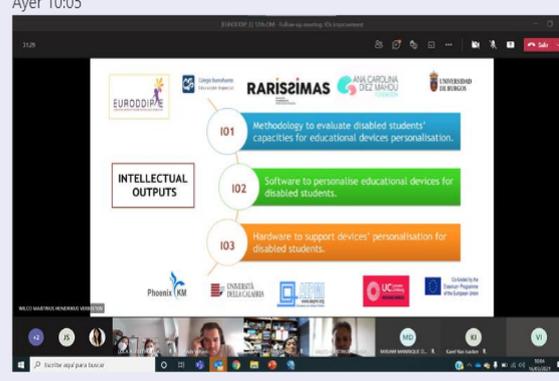
J Jimena (Invitado) Ayer 10:02
Good Morning.

AV Andy Veltjen (Externo) Ayer 10:02
Andy Veltjen
UCLL

J Jimena (Invitado) Ayer 10:03
Jimena Francos. AEPMI and FACDM

DP Daniela Pereira (Invitado) Ayer 10:04
Ana Daniela Pereira (Rarissimas)

Ayer 10:05



giovanni frontera was invited to the meeting.

giovanni frontera was invited to the meeting.

Ayer 10:13
Giovanni, include your name and institution in the chat

thanks

GF giovanni frontera (Invitado) Ayer 10:13
Giovanni Frontera University of Calabria

Good morning

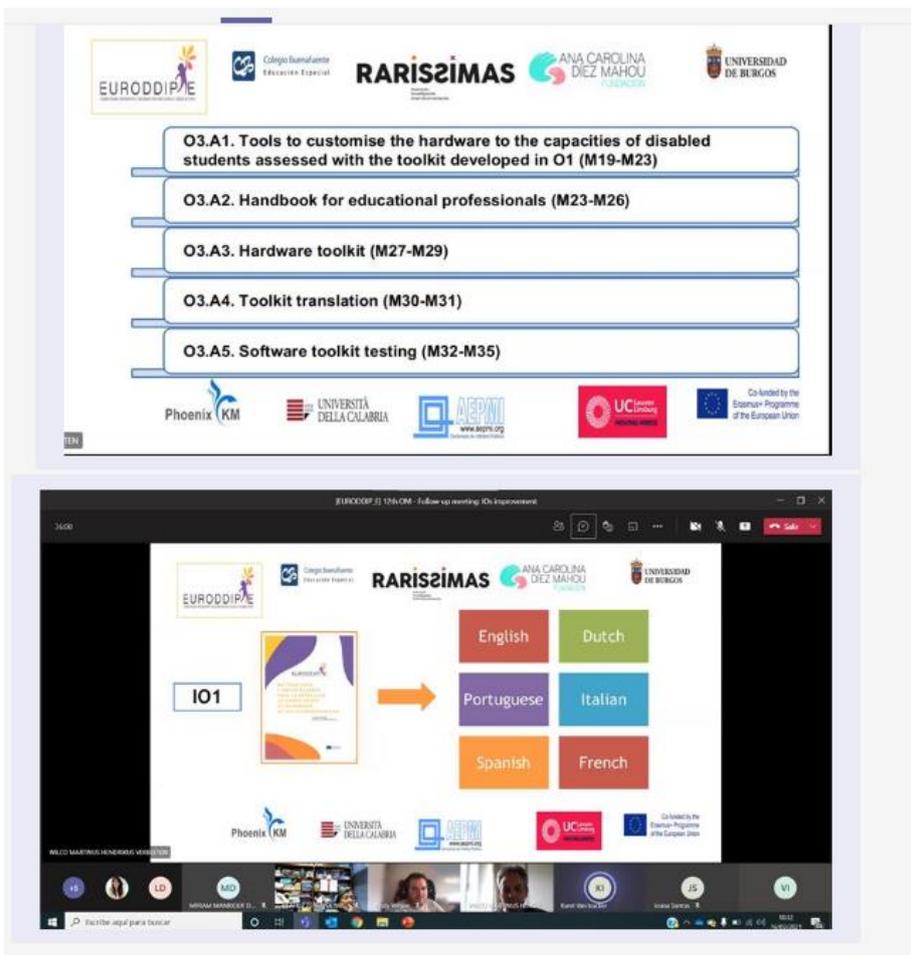
Marta Lopes Rarissimas (Convidado) was invited to the meeting.

Ayer 10:17
Marta, include your name and i

BUENAFUENTE, please, include participants and institution in the chat. thanks

Rui Pedro Ramos (Rarissimas) (Convidado) was invited to the meeting.

MR Marta Lopes Rarissimas (Convidado) (Invitado) Ayer 10:20
Marta Lopes (Rarissimas)



The top part of the image shows a presentation slide with the following content:

- Logos: EURODDIPE, Colegio Buenafuente Educación Especial, RARISZIMAS, ANA CAROLINA DIEZ MAHOU FUNDACIÓN, UNIVERSIDAD DE BURGOS.
- List of items:
 - O3.A1. Tools to customise the hardware to the capacities of disabled students assessed with the toolkit developed in O1 (M19-M23)
 - O3.A2. Handbook for educational professionals (M23-M26)
 - O3.A3. Hardware toolkit (M27-M29)
 - O3.A4. Toolkit translation (M30-M31)
 - O3.A5. Software toolkit testing (M32-M35)
- Logos at the bottom: Phoenix KM, UNIVERSITÀ DELLA CALABRIA, AEPMI, UC Leuven Limburg, Co-funded by the Erasmus+ Programme of the European Union.

The bottom part of the image shows a video meeting interface with a slide titled "IO1" that displays a diagram:

IO1 → [English, Dutch, Portuguese, Italian, Spanish, French]

The meeting interface includes a toolbar with icons for chat, mute, video, and a participant list at the bottom.