



Pan-European policy experimentations with tablets
<http://creative.eun.org>

CREATIVE CLASSROOMS LAB

Teachers' guide

November 2013



Creative Classrooms Lab | <http://creative.eun.org>
The project is coordinated by European Schoolnet and it has been funded with support from the European Commission.



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WELCOME TO THE PILOT KICK OFF

We are very glad to give you some more guidance to start the pilots of the Creative Classrooms Lab project in November 2013 in your country. As you know 45 teachers in 8 countries (Austria, Belgium, Czech Republic, Italy, Lithuania, Portugal, Slovenia, UK) participate in the project. In each country 5 teachers participate; 10 teachers from Belgium take part in the project, 5 from Belgium Flanders, 5 from Belgium Wallonia. Our goal is to explore how tablets can be used in an innovative and creative way in and outside of the classroom. The project, which started in April 2013, has developed 4 pedagogical scenarios, which will be developed into lesson plans and implemented by teachers between now (November 2013) and April 2014.

We hope that the participation in the CCL project will provide all of us with an exciting opportunity to learn more about how the use of tablets can benefit teaching and learning. The success of these pilots and therefore the project depends on your engagement and creativity in putting the CCL learning stories/activities into practice. This teachers' guide is designed to support you in this challenging task. If you have any comments, please just contact me. (katja.engelhardt@eun.org)

Katja Engelhardt

1. YOUR MAIN CONTACTS IN THE PROJECT

Below you find **Who** can support you in implementing your pilot. Annex I provides a list with contact details of the CCL Partners, lead teachers and teachers.

1.1 EUROPEAN SCHOOLNET



Katja Engelhardt

European Schoolnet

katja.engelhardt@eun.org

Main contact for the Organisation and Support of School Pilots

European Schoolnet is the coordinator of the CCL project. My role is in particular to organise and support the school pilots on a European level. Please contact me with any questions related to the CCL Webinars, the blog entries, your contracts, the sharing of resources, the CCL Facebook group and your tasks in the project. European Schoolnet uses CCL mailing lists for teachers and lead teachers to keep you informed.

1.2 THE CCL PARTNER IN YOUR COUNTRY

The CCL Partners (Policy Makers) support the pilots on a national level in line with the national/regional priorities for ICT in education by giving input to the scenario development process at European level. They set up national workshops prior to the pilot implementation and provide you with support throughout the project.

1.3 THE LEAD TEACHER OF YOUR COUNTRY

The 9 lead teachers help to coordinate the pilots by supporting the teachers in their country, in coordination with the national ministry/partner organisation and European Schoolnet. Please contact your lead teacher in particular with questions regarding the implementation of the pilot, pedagogical issues, language/ translation issues and questions regarding the specific context of your country/school. The lead teacher will also help you to facilitate the exchange with the other CCL teachers, your national CCL partner and European Schoolnet.

1.4 UNIVERSITY OF WOLVERHAMPTON



Diana Bannister

dianabannister@wlv.ac.uk

@DianaBannister

University of Wolverhampton

Development Director for Learning Technologies

Diana Bannister is responsible for the observation and documentation of innovative practice in the CCL project. She will support you with webinars throughout the pilot implementation. You are expected to collaborate with her during a possible research visit and telephone interviews. Please contact Diana Bannister if you have questions regarding the content of the CCL webinars, European exchange of practices and the observation and documentation of innovative practice in the CCL project, in particular the research visits.

1.5 INDUSTRY SUPPLIERS

Different industry suppliers will provide software licences and in a few cases also hardware to the CCL schools. Any offer can only be made to teachers who will use this software/hardware for the pilot implementation. Your national CCL partner will inform you about any industry offers and any support which industry will provide in case you receive equipment or software.

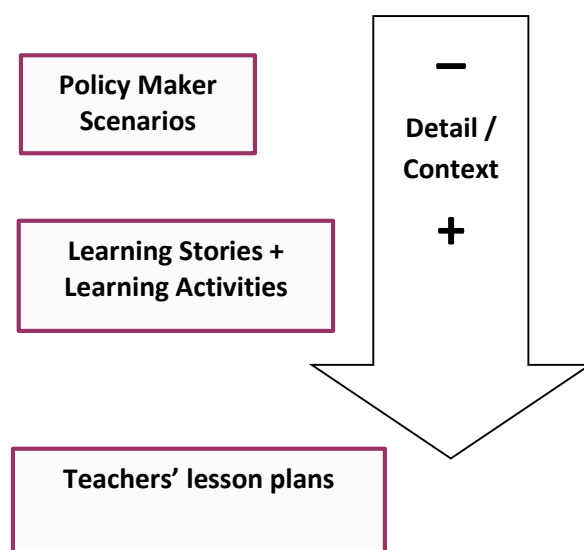
2. SCENARIO DEVELOPMENT PROCESS

Overview of the first CCL scenario development process (May- September 2013):

During the 1st Capacity Building Workshop of the project in May 2013 in Brussels, CCL Partners (Policy Makers) developed four [Policy Maker Scenarios](#) on the topics personalisation, collaboration, content creation and Flipped Classroom. These Policy Maker Scenarios give a general outline of the type of learning and teaching processes to be supported by the use of tablets during the policy experimentation in their country. They serve as a reference framework for the learning stories/ activities.

On the basis of the Policy Maker Scenarios, CCL Partners and lead teachers developed [learning stories](#) together during a Scenario Development Workshop in June 2013. The purpose of the learning stories is to inform teaching practices during the pilot. They are example narratives that present how a collection of learning activities could be performed with students. Over the summer, the experts of our Pedagogical Board gave their feedback on these learning stories. You can find their contact details in Annex I.

Finally, you were asked to develop your individual lesson plan on the basis of these learning stories. You should develop your plans under the scenario assigned for your country (see table below). In Annex I, you find a list of the teachers working on each scenario. These lesson plans are the more detailed descriptions of the learning objectives, activities and timeline developed by each CCL teacher on the basis of the 'Learning Stories'. In lesson plans, teachers adapt the general topic to the specific context of their country/school/class. Your lesson plan will guide you in the use of the tablets during the first round of pilots starting in November 2013. Please use the template in Annex 2 and send us your project ideas. (contact: katja.engelhardt@eun.org). The CCL lesson plans will then also be published on the website. You will be provided with supporting documents giving you further explanation on how to best work with the scenarios shortly.



SCENARIO	COUNTRIES
Collaboration	Austria, Belgium Wallonia, Slovenia
Content Creation	Belgium Flanders, Italy
Flipped Classroom	Italy, Portugal
Personalisation	UK, Czech Republic, Lithuania

At some of the pilot schools, more than one teacher is involved in the CCL project. The more teachers are involved in our project, the better! Please send names and contact details of colleagues involved to: katja.engelhardt@eun.org. These colleagues will then be invited to the CCL Dropbox folder and the CCL Facebook group and be put on the CCL mailing list.

3. COMMUNICATION AND COLLABORATION

3.1 CCL ONLINE COMMUNITY

In their first blog entry, most teachers stated that one of their aims for the CCL project was to exchange practices/ ideas with other teachers in Europe. The place to do this is our Facebook group called « [Creative Classrooms Lab project](#) ». This is your space to exchange, so **join the Facebook group** and let us know how we can still improve it. Possible topics to be discussed in the group are the four CCL learning stories of this year and related concepts, related topics such as BYOD and assessment and best practice examples or difficulties with the use of tablets.

We decided to use Facebook for the CCL online community, as most CCL teachers and schools are already on Facebook and Facebook allows for more spontaneous and lively discussions than a forum set up as part of a website. If you are not yet member of Facebook and do not feel comfortable sharing personal information on Facebook, you can create an account only for the purpose of joining the CCL discussions and not enter any personal information in this account. The 9 CCL lead teachers have the special role to moderate the Facebook group. They will use this space to reply to your questions. At a later stage, the community will also be opened up to a wider community of stakeholders, which will give you the possibility to exchange with more teachers and others interested in the use of tablets and 1 :1 pedagogy.

3.2 CCL RESOURCES SECTION

You have the possibility to **share interesting resources** on the use of tablets, 1 :1 pedagogy and related topics in our CCL resources section (<http://creative.eun.org/resources>), e.g. studies, Case Studies, Reports, Articles, Videos, Blogs and Apps in different languages. You have 3 options:

- Log in to the CCL website and post a new blog entry in the CCL resources section, following the same template used for all entries in this section (which is different only for apps). The entries will also be edited afterwards to guarantee the conformity of all entries in the section.
- You can send the link/resource to katja.engelhardt@eun.org.
- You can share the link/ resource in the CCL Facebook group.

3.3 MEETINGS AND WEBINARS

You are expected to attend several meetings and webinars during the the project (see Annex 3). Diana Bannister will animate 6 CCL webinars after which you are expected to post your own reflective blog entry, using the general template that will be provided after each webinar. (<http://creative.eun.org/teachers-blog>). You will receive detailed information about the webinars and meetings well in advance via email.

ANNEX 1: LIST OF CONTACT INFORMATION

CONTACT INFORMATION LEAD TEACHER

COUNTRY	LEAD TEACHER	EMAIL
Austria	Dr. Petra Traxler	petra.traxler@ph-linz.at
Belgium/ Flanders	Kurt Klynen	kurt@ictatelier.be
Belgium/ Wallonia	Sandrine Geuquet	sandrinegeuquet@gmail.com
Czech Republic	Petra Boháčková	bohackova19@gmail.com
Italy	Daniela Cuccurullo	danielacuccurullo@gmail.com
Lithuania	Virginija Bireniene	Virginija.bireniene@gmail.com
Portugal	Rui Lima	rui9lima@yahoo.com
Slovenia	Simona Granfol	simona.granfol@guest.arnes.si
UK	Phil Spoons	pspoons@cramlingtonlv.co.uk

CONTACT INFORMATION CCL PARTNER

COUNTRY	CCL PARTNER	EMAIL
Austria	Bernhard Racz	racz.bernhard@gmail.com
Belgium Flanders	Jan de Craemer	jan.decraemer@ond.vlaanderen.be
Belgium Wallonia	Nisdi Ouadhi Marie Chantal Schmitz	nisdi.ouadhi@cfwb.be marie-chantal.schmitz@cfwb.be
Czech Republic	Pavla Sabatkova Barbora Grecnerova	pavla.sabatkova@naep.cz barbora.grecnerova@naep.cz
Italy	Silvia Panzavolta Elena Mosa	s.panzavolta@indire.it e.mosa@indire.it
Lithuania	Euginijus Kurilovas	euginijus.kurilovas@itc.smm.lt
Portugal	Fernando Franco	fernando.franco@dge.mec.pt
Slovenia	Anita Poberznik	Anita.Poberznik@zrss.si
UK	Valerie Thompson	Valerie@e-learningfoundation.com

TEACHER WORKING ON THE FOUR SCENARIOS DURING THE 1ST CYCLE

TEACHER	SCHOOL	EMAIL
COLLABORATION		
AUSTRIA		
Dr. Petra Traxler (lead teacher)/ Michael Atzwanger	Private Pädagogische Hochschule der Diözese Linz	petra.traxler@ph-linz.at
Wolfgang Ölzant	Schihandesakademie und Schihadelsschule Schladming	wolfgang.oelzant@schladming.org
Gabi Jauck	BG Zell am See	administration@gymzell.at
Peter Stöckelmaier	Neue Informatik Mittelschule Stockerau Os	peter@stoeckelmaier.at
Hannes Thomas/ Sigrid Muller/ Erhard Schwarzl	Informatikhauptschule Jennersdorf	hs.jennersdorf@bildungserver.com
BELGIUM WALLONIA		
Sandrine Geuquet (lead teacher)	Athénée royal d'Ans	sandrinegeuquet@gmail.com
Luc Viatour	Institut Saint-Joseph	luc.viatour@isjcinney.be
Ludovic Roche	I.E.T. Notre-Dame de Charleroi	ludovic.roche@iet-notre-dame.be
Gregory Cromphout	Athénée Léon Lepage	gregory.cromphout@gmail.com
Alain Evers	Collège Saint-Joseph de Chênée	Alain.evers@gmail.com
SLOVENIA		
Simona Granfol (lead teacher)	Highschool Gimazija Jožeta Plečnika Ljubljana	simona.granfol@guest.arnes.si
Maja Vičič Krabonja	Srednja ekonomska šola Maribor	maja.vicic1@guest.arnes.si
Jerica Glavan	Srednja vzgojiteljska sola in gimnazija Ljubljana	Jglavan@gmail.com
Bernardka Radej	Zavod Antona Martina Slomška	bradej@z-ams.si
Andreja Pečovnik Mencinger	Secondary School of Hotel Management and Tourism	andreja.pecovnik@guest.arnes.si
CONTENT CREATION		
BELGIUM FLANDERS		
Kurt Klynen (lead teacher)		kurt@ictatelier.be
Kris Motmans	Lucerna college	kris.motmans@lucerna.be
Marc Deldime	TechnOV Vilvoorde	Marc.Deldime@kov.be
Robert Conings	PTS Maasmechelen	robert.conings@outlook.com

Jan Thoelen	Sint-Augustinusinstituut Bree	jan.thoelen@augustinus-bree.be
Philip Everaerts	Middenschool van het GO! leper	philip.everaerts@telenet.be
ITALY¹		
Daniela Cuccurullo	school 1: IIT Porzio Striano school 2 (as of 09/2013): IIT Giordani Striano	danielacuccurullo@gmail.com
Rosa Maria Palmizio	ITIS Majorana Brindisi	palmirosa@hotmail.com
Daniela Porro	IC Cadeo e Pontenure	danielaporro@fastwebnet.it
Marco Virgilio	ITIS, Udine, "Arturo Malignani"	marcovirgilio@libero.it
Rento Stefano	IC Merano 2 - Scuola secondaria di I°	stefano.rento@scuola.alto-adige.it
FLIPPED CLASSROOM		
ITALY		
see contact information above		
PORTUGAL		
Rui Lima (lead teacher)	Colégio Monte Flor	rui9lima@yahoo.com
Pedro Jorge Nogueira Correia	Agrupamento de Escolas do Freixo	f115@prof.aefreixo.pt
Carlos Vargens	Agrupamento de Escolas de Cuba	carlos.vargens@aecuba.pt
António Mário Gomes Gonçalves	Escola Secundária Quinta do Marquês	am_goncalves@netcabo.pt
João Carlos Martins Sousa	Escola Secundária de Santa Maria	joao.sousa@essmaria.net
PERSONALISATION		
CZECH REPUBLIC		
Petra Boháčková (lead teacher)	ZŠ Dr. E. Beneše	bohackova19@gmail.com
Květa Klímová	Obchodní akademie a Hotelová škola Havlíčkův Brod	klimova@oahshb.cz
Iva Skybová	Gymnázium Hladnov a JŠ s právním SJZ	iva.skybova@hladnov.info
Daniel Tocháček	Základní škola Hanspaulka a Mateřská škola Kohoutek	daniel.tochacek@zshanspaulka.cz

¹ The teachers in Italy work either on the Flipped Classroom, the Content Creation scenario or both scenarios.

Ondřej Jeřábek	Střední průmyslová škola a Obchodní akademie Uherský Brod	ojerabek@spsoa-ub.cz
LITHUANIA		
Virginija Bireniene (lead teacher)	Klaipeda Simono Dacho pro- gymnasium	Virginija.bireniene@gmail.com
Ingrida Kupčiuniene	Kaišiadorys A. Brazauskas gymnasium	ingrida.kupciuniene@gmail.com
Daiva Miciene	Kaunas J. and P. Vileisiu basic school	d.miciene@zebra.lt
Antanas Dzimidavicius	Vilnius Jezuit gymnasium	a.dzimidavicius@gmail.com
Daiva Bukelytė	Siauliai Didzdvario gymnasium	daivaib@gmail.com
UK		
Phil Spoons (lead teacher)	Cramlington Learning Village	pspoons@cramlingtonlv.co.uk
Craig Bull	The Skinners' Kent Academy	Craig.Bull@skinnerskentacademy.org.uk
Jonathan Else	Gracemount High School	jonathan.else@gracemount.edin.sch.uk
Lisa Cowell	Penwortham Priory Academy	l.cowell@priory.lancs.sch.uk
Stephen Lea	The Williamson Trust- The Hundred of Hoo Academy	s.lea@hohschool.co.uk

CONTACT INFORMATION CCL PEDAGOGICAL BOARD

COUNTRY	PEDAGOGICAL EXPERT	EMAIL
Austria	Erich Herber Head of the Educational Technology Research Centre (Department of interactive Media and Educational Technology) at the Danube University Krems, Austria	Erich.Herber@donau-uni.ac.at
Belgium/ Flanders	Fernand Mesdom Lecturer at HUB teacher Training College in Brussels, Belgium	fernand.mesdom@hubrussel.be
Czech Republic	Martina Baseggio Head of a language school in Ostrava, Czech Republic	baseggio@email.cz
Lithuania	Alvida Lozdiene Supervisor at the Education Development Centre	alvida.lozdiene@upc.smm.lt
Slovenia	Nives Kreuh Senior Consultant for E-learning at National Education Institute Slovenia	Nives.Kreuh@zrss.si
UK	Chris Foreman Consultant at Ellington & Hereson School, Ramsgate/ Consultant at Skinners Kent Academy, Tunbridge Wells, UK	c.foreman@homewood.kent.sch.uk

ANNEX 2: CCL LESSON PLAN TEMPLATE



Creative Classrooms Lab Lesson Plan Template for Teachers

Name of Teacher:		Country:
Subject:		
Length of Lesson:		
Previous Experiences: (If relevant)		
Lesson Title:		
Lesson Objectives:		
Key Competences:		
Resources Needed:		
Starter Activity:	Teacher:	
	Students:	
Main Activities:	Teacher:	
	Students:	

Collaborative Work	Individual Work
Plenary:	Teacher:
	Students:
On-Line Activities	Off-Line Activities
Reflection: (How will students keep track and report their progress with the teacher?)	
Assessments:	
Other information:	

ANNEX 3: TERMS OF REFERENCE FOR TEACHERS

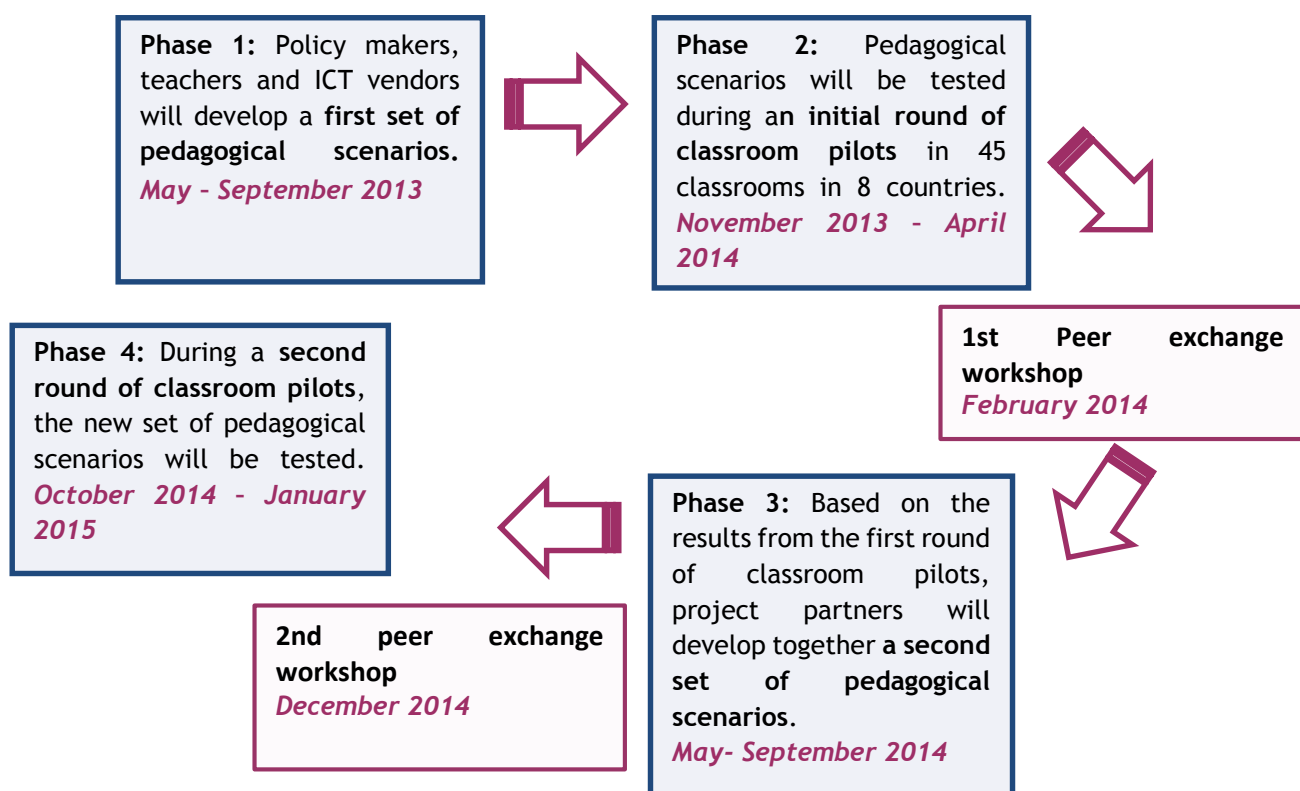


Creative Classrooms Lab: Terms of reference for teachers

1. Background

The Creative Classrooms Lab (CCL) project is developing innovative teaching and learning scenarios involving the use of tablets in and out of school. It will validate these in policy experimentations involving nine Ministries of Education in Europe and 45 classes that are already making use of tablets from different suppliers. Ministries of Education will also seek to co-design action research pilots with industry partners that will be project Associate Partners. European Schoolnet is coordinating this 2-years project funded by the European Commission. As part of work package 3 (Organisation and Support of the School Pilots), teachers will implement the pedagogical scenarios developed under work package 2 during classroom pilots in their classrooms (November 2013 - April 2014/ October 2014 – January 2015).

CCL Project Lifecycle



2. Role of the teachers

Teachers will participate in the first round of classroom pilots (November 2013-April 2014) and in the second round of pilots (October 2014-January 2015):

- Use tablets in an innovative way in their classes, on the basis of the pedagogical scenarios developed in Phase 1 and 3 of the project.

Teachers will report back on their use of the tablets, in particular:

- collaborate with the University of Wolverhampton during a possible link research visit and phone interviews,
- possibly cooperate with their Ministry of Education in producing a case study on classroom practice.

Teachers will participate in meetings, online webinars and the online community in particular:

- to exchange and share practices on their use of tablets based on the project scenarios.
- After each webinar teachers are asked to write down their own online reflective blog. This will be structured in a template, but the teachers will also be encouraged to share their practice in an open forum as part of an online community of practice.

Meetings of the teachers (as set out in the project plan)

Meeting date	Meeting	Location	Participants	Actions
September/ October 2013	National training workshop	In the respective countries	Staff of the Ministry of education, 5 teachers in each country	to prepare the first round of pilots
February 2014	Peer exchange workshop ²	Brussels	20-25 teachers	teachers report on their experiences in the experimentations and share best practice
September 2014	National training workshop	In the respective countries	Staff of the Ministry of education, 5 teachers in each country	To prepare the second round of pilots
December 2014	Peer exchange workshop	Brussels	20-25 teachers	teachers report on their experiences in the experimentations and share best practice

² Each teacher will participate in only one of the two peer exchange workshops during the project lifetime.

Webinars for the teachers

Date	Provisional Programme	Participants
May/June 2013	Project expectations	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)
September 2013	Project Ideas – Early achievements and goals	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)
January 2014	Project challenges	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)
May 2014	Working with others	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)
October 2014	Sharing ideas	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)
January 2015	Teacher Conclusions and recommendations	Diana Bannister (University of Wolverhampton, European Schoolnet staff, lead teachers, teachers)

Organisation of work

Each teacher will receive a lump sum for their participation in the project. In addition, European Schoolnet provides a travel budget for the participation of the teachers in one of the peer exchange workshops and organizes the teachers' travel and accommodation for each meeting.

Prior to the peer exchange workshops, teachers will be emailed an agenda and materials at least a week in advance to allow sufficient time for review. During their participation in the CCL project, teachers will be supported centrally via two exchange workshops (February and December 2014), emails, webinars, an online community (at a later stage) and the Creative Classrooms Lab website <http://creative.eun.org/>.

3. List of teachers in the Creative Classrooms Lab project (to be completed)

Austria

- Dr. Petra Traxler, Praxishauptschule der Diözese Linz
- Mag. Wolfgang Ölzant, Schihandesakademie und Schihadelschule Schladming
- Mag. Gabi Jauk, BG Zell am See
- Peter Stöckelmaier, Neue Informatik Mittelschule Stockerau Os
- MSc, Dir. Hannes Thomas, Informatikhauptschule Jennersdorf

Belgium/Flanders

- Kris Motmans, Lucerna college
- Marc Deldime, TechnOV Vilvoorde
- Robert Conings, PTS Maasmechelen
- Jan Thoelen, Sint-Augustinusinstituut Bree
- Philip Everaerts, Middenschool van het GO! Ieper

Belgium Wallonia

- Sandrine Geuquet, Athénée royal d'Ans
- Luc Viatour, Institut Saint-Joseph
- Ludovic Roche, I.E.T. Notre-Dame de Charleroi
- Gregory Cromphout, Athénée Léon Lepage
- Alain Evers, Collège Saint-Joseph de Chênée

Czech Republic

- Petra Boháčková, ZŠ Dr. E. Beneše
- Květa Klímová, Obchodní akademie a Hotelová škola Havlíčkův Brod
- Iva Skybová, Gymnázium Hladnov a JŠ s právem SJZ
- Daniel Tocháček, Základní škola Hanspaulka a Mateřská škola Kohoutek
- Ondřej Jeřábek, Střední průmyslová škola

Italy

- Daniela Cuccurullo, IIT Porzio (at present)/ IIT Giordani (as of September 2013)
- Palmizio Maria Rosa, ITIS Majorana Brindis
- Daniela Porro/ Manuela Borsani, IC Cadeo e Pontenure,
- Marco Virgilio, ITIS, Udine, "Arturo Malignani"
- Rento Stefano, IC Merano 2 - Scuola secondaria di I° "Luigi Negrelli"

Lithuania

- Virginija Bireniene, Klaipeda Simono Dacho pro-gymnasium
- Ingrida Kupčiuniene, Kaišiadorys A. Brazauskas gymnasium
- Daiva Miciene, Kaunas J. and P. Vileisiu basic school
- Antanas Dzimidavicius, Vilnius Jezuit gymnasium
- Daiva Bukelytė, Siauliai Didzdvario gymnasium

Portugal

- Rui Lima, Colégio Monte Flor
- Pedro Jorge Nogueira Correia, Agrupamento de Escolas do Freixo
- Carlos Vargens, Agrupamento de Escolas de Cuba
- António Mário Gomes Gonçalves, Escola Secundária Quinta do Marquês
- João Carlos Sousa, Escola Secundária Santa Maria

Slovenia

- Simona Granfol, Highschool Gimazija Jožeta
- Maja Vičič Krabonja, Srednja ekonomska šola Maribor
- Jerica Glavan, Srednja vzgojiteljska sola in gimnazija Ljubljana
- Bernardka Radej, Zavod Antona Martina Slomška
- Andreja Pečovnik Mencinger, Secondary School of Hotel Management and Tourism Contact

UK

- Phil Spoors, Cramlington Learning Village
- Craig Bull, The Skinners' Kent Academy
- Jonathan Else, Gracemount High School
- Lisa Cowell, Penwortham Priory Academy
- Stephen Lea, The Williamson Trust- The Hundred of Hoo Academy,
- Sir Joseph Williamson Mathematical School

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