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

CCL Teachers' guide

November 2013

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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

1. YOUR MAIN CONTACTS IN THE PROJECT

Below you find **Who** can support you in implementing your pilot.

1.1 EUROPEAN SCHOOLNET

Katja Engelhardt

European Schoolnet

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

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 Dianna 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.
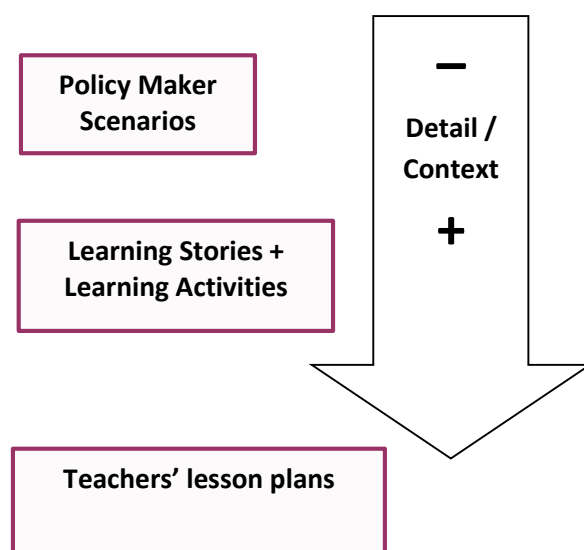
2. SCENARIO DEVELOPMENT PROCESS

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.

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). 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. 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. 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 several 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 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 project. Diana Bannister will animate 6 CCL webinars after which you are expexted 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.