

**Project title:**

STEAME GOES HYBRID: Blueprint Guidelines and Policy Recommendations

Reference number: 2020-1-CY01-KA226-SCH-082675

Implementation period: May 2021 – April 2023

## Management Plan

### Work Flow

Updated May 2021

Date	No	Activity	Status	DONE?
<b>MONTH 1</b> May 2021	<b>M1</b>	<b>2021</b>		
May 2021	<b>MGT</b>	Partner agreements signed between the Coordinating Organization and each partner.		
May 2021	<b>MGT</b>	Formation of the project Quality Assurance committee. *The consortium will also establish a Quality Assurance Committee with 3 participants from partners (excluding the coordinator), preferably managers, with enough experience so as to be able to identify risks and decide upon the necessary corrective/ preventive actions (with virtual meetings on a quarterly basis).	<b>P3-University of Aegean</b>	
May 2021	<b>MGT</b>	First instalment payment to partners is made		
May 2021	<b>O1</b>	Output 1 work begins.  O1. Blueprint Guidelines for Hybrid STEAME activities (online and distance blended project-based learning) (M1-M7)  O1-A1: Investigation of existing competence frameworks. (M1-M3)  O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity. (M1-M4)	<b>O1 Leader: P2-Doukas School, GR</b>  <b>O1 Co-leader: P7-IDEA, RO</b>	

		O1-A3: STEAME activity guidelines and Hybrid L&C plan template. (M3-M6)  O1-A4: Development of the Blueprint Guidelines. (M4-M7)		
May 2021	<b>O1</b>	Activity O1-A1: Investigation of existing competence frameworks  Preparation of Focus group guidelines  The focus groups, one per partner country, will consist of at least 3 expert professionals that will discuss and exchange ideas, providing feedback based on a semi-structured pre-designed validation document.		
May 2021	<b>O1</b>	Activity O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity.  Preparation of Focus group guidelines  small focus group of 2-3 teachers that fit the basic characteristics profile of Activity O1-A1 to present a set of tools, representative of the main cloud tool categories (communication, collaboration, etc.)		
May 2021	<b>MGT</b>	Evaluation		
May 2021	<b>MGT</b>	Dissemination		
<b>MONTH 2 June 2021</b>				
June 2021	<b>O1</b>	IO1 developing.  O1-A1: Investigation of existing competence frameworks. (M1-M3)		
June 2021	<b>O1</b>	O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity. (M1-M4)		
June 2021	<b>MGT</b>	Project image development: Web design structure Logo to be developed		
June 2021	<b>MGT</b>	First Press Release in English. Partners translate into national languages and they publish. Send copies of published Press Release to the coordinator and url links to published locations.		
June 2021	<b>TPM1</b>	Kick off Meeting, Cyprus. Location: Nicosia-Cyprus Cyprus Mathematical Society		

June 2021	<b>MGT</b>	Kick-off Meeting post- Evaluation (online)		
June 2021	<b>MGT</b>	Kick-off meeting minutes and TO-DO-LIST to be prepared, finalized, and approved.	<b>P0. CYMS</b>	
June 2021	<b>MGT</b>	Quality Assurance strategy statement to be developed	<b>P0. CYMS</b>	
June 2021	<b>MGT</b>	Contingency Plan to be developed	<b>P0. CYMS</b>	
June 2021	<b>MGT</b>	Indicators of progress	<b>P0. CYMS</b>	
June 2021	<b>MGT</b>	Initial Dissemination plan elaborated and agreed by all partners.		
June 2021	<b>MGT</b>	Evaluation		
June 2021	<b>MGT</b>	Dissemination		
<b>MONTH 3 July 2021</b>				
July 2021	<b>O2</b>	<p>Output 2 work begins.</p> <p>O2. Training Programme for facilitating the implementation of STEAME L&amp;C Plans by SE teachers and Piloting the Blueprint Guidelines (M3-M20)</p> <p>O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE. (M3-M14)</p> <p>O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M16)</p> <p>O2-A3: PILOTING AND EVALUATION (M13-M20)</p>	<p><b>O2 Leader: P4- Pedagogical University of Krakow, PL</b></p> <p><b>O2 Co-Leader: P2-LEAFNET, CY</b></p>	
July 2021	<b>O1</b>	<p>IO1 developing.</p> <p>O1-A1: Investigation of existing competence frameworks. (M1-M3)</p>		
July 2021	<b>O1</b>	O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity. (M1-M4)		
July 2021	<b>O1</b>	O1-A3: STEAME activity guidelines and Hybrid L&C plan template. (M3-M6)		
July 2021	<b>MGT</b>	Evaluation		
July 2021	<b>MGT</b>	Dissemination		

<b>MONTH 4 August 2021</b>				
August 2021	<b>O1</b>	IO1 developing.  O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity. (M1-M4)		
August 2021	<b>O1</b>	O1-A3: STEAME activity guidelines and Hybrid L&C plan template. (M3-M6)		
August 2021	<b>O1</b>	O1-A4: Development of the Blueprint Guidelines. (M4-M7)		
August 2021	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE. (M3-M14)	<b>O2 Leader: P4- Pedagogical University of Krakow, PL</b>  <b>O2 Co-Leader: P2-LEAFNET, CY</b>	
August 2021	<b>MGT</b>	Quarter I (May-July 2021) reports to be sent. Forms F1, F2, F3 Send times sheets F3 reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also. F4 reports are done after physical TPMs are conducted.		
August 2021	<b>MGT</b>	Evaluation		
August 2021	<b>MGT</b>	Dissemination		
<b>2020</b>				
<b>MONTH 5 September 2021</b>				
September 2021	<b>O1</b>	IO1 developing.  O1-A3: STEAME activity guidelines and Hybrid L&C plan template. (M3-M6)		
September 2021	<b>O1</b>	O1-A4: Development of the Blueprint Guidelines. (M4-M7)		
September 2021	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE. (M3-M14)		

September 2021	<b>MGT</b>	Evaluation		
September 2021	<b>MGT</b>	Dissemination		
<b>MONTH 6 October 2021</b>				
October 2021	<b>O1</b>	IO1 developing.  O1-A3: STEAME activity guidelines and Hybrid L&C plan template. (M3-M6)		
October 2021	<b>O1</b>	O1-A4: Development of the Blueprint Guidelines. (M4-M7)		
October 2021	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE. (M3-M14)		
October 2021	<b>MGT</b>	Preparation of the first Newsletter (6 months)		
October 2021	<b>MGT</b>	Evaluation		
October 2021	<b>MGT</b>	Dissemination		
<b>MONTH 7 November 2021</b>				
November 2021	<b>O1</b>	IO1 developing.  O1-A4: Development of the Blueprint Guidelines. (M4-M7)		
November 2021	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE. (M3-M14)		
November 2021	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
November 2021	<b>TPM2</b>	Second Partners meeting, Poland. Location: Krakow -Cyprus P4 - Pedagogical University of Krakow		
November 2021	<b>MGT</b>	Quarter II (August 2021- October 2021) reports to be sent. Forms FQ, F1, F2, F3 Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf.	<b>2<sup>nd</sup> payment after the 7<sup>th</sup> month</b>	

		You keep the original. Evidence for travel and hotel should be saved also.		
November 2021	<b>MGT</b>	Electronic Dissemination of the Newsletter		
November 2021	<b>MGT</b>	Social Network development		
November 2021	<b>MGT</b>	Each partner reports on Dissemination Activities and Indicator related evidence covering the project period until the end of October 2021 (first six months). Evidence should be reported.		
November 2021	<b>MGT</b>	Indicator's measurement (first 6 months)		
November 2021	<b>MGT</b>	TPM2 post- Evaluation (online)		
November 2021	<b>MGT</b>	Finalize the minutes of the Second Partners' meeting and the TO-DO list		
November 2021	<b>MGT</b>	Evaluation		
November 2021	<b>MGT</b>	Dissemination		
<b>MONTH 8 December 2021</b>				
December 2021	<b>O1</b>	IO1 closing. O1-A4: Development of the Blueprint Guidelines.		
December 2021	<b>O1</b>	Translation of IO1 <b>**Translation of executive summaries of IO1 to partner languages (Greek, Polish, Italian, Romanian)</b>		
December 2021	<b>O2</b>	IO2 developing. O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
December 2021	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
December 2021	<b>MGT</b>	Evaluation		
December 2021	<b>MGT</b>	Dissemination		
<b>MONTH 9 January 2022</b>				

January 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
January 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
January 2022	<b>MGT</b>	Dissemination		
January 2022	<b>MGT</b>	Evaluation		
January 2022	<b>MGT</b>	<b>Preparation for the Interim Report</b>		
<b>MONTH 10 February 2022</b>				
February 2022	<b>O3</b>	IO3 starting.  O3. STEAME HYBRID Blueprint at a glance: Policy Recommendations and School Label Development (M10-M24)  O3-A1: Terms of Reference (M10) O3-A2: First draft of the policy recommendations (M11-M17) O3-A2.1: Design of the Label (M14-M17) O3-A3: Stakeholder's consultation (M18-M20) O3-A4: Final release (M21-M24)	<b>O3 Leader: P6-DLEARN, IT</b>  <b>O3 Co-Leader: P5-Elsa Morante School, IT</b>	
February 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
February 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
February 2022	<b>MGT</b>	Quarter III (November 2021- January 2022) reports to be sent. Forms FQ, F1, F2, F3 Send reports for review and after reply by the Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
February 2022	<b>MGT</b>	Evaluation		
February 2022	<b>MGT</b>	Dissemination		
<b>MONTH 11 March 2022</b>				

March 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
March 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
March 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
March 2022	<b>MGT</b>	Evaluation		
March 2022	<b>MGT</b>	Dissemination		
<b>MONTH 12 April 2022</b>				
April 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
April 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
April 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
April 2022	<b>MGT</b>	Quarter IV (February 2022-April 20202) reports to be sent. Forms FQ, F1, F2, F3 Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
April 2022	<b>MGT</b>	Quality evaluation report		
April 2022	<b>MGT</b>	Preparation of the Second Newsletter (12 months)		
April 2022	<b>MGT</b>	Evaluation		
April 2022	<b>MGT</b>	Dissemination		
<b>30 June</b>		<b>DEADLINE FOR INTERIM REPORT</b>		



<b>MONTH 13 May 2022</b>				
May 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
May 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
May 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
May 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
May 2022	<b>MGT</b>	Electronic Dissemination of the Second Newsletter		
May 2022	<b>MGT</b>	Indicator's measurement (first 12 months)		
May 2022	<b>MGT</b>	Evaluation		
May 2022	<b>MGT</b>	Dissemination		
<b>MONTH 14 June 2022</b>				
June 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
June 2022	<b>O3</b>	O3-A2.1: Design of the Label (M14-M17)		
June 2022	<b>O2</b>	IO2 developing.  O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended technologies in SE.		
June 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
June 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
June 2022	<b>MGT</b>	Evaluation		
June 2022	<b>MGT</b>	Dissemination		
<b>MONTH 15 July 2022</b>				

July 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
July 2022	<b>O3</b>	O3-A2.1: Design of the Label (M14-M17)		
July 2022	<b>O2</b>	O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers (M7-M15)		
July 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
July 2022	<b>TPM3</b>	Third Partners meeting, Greece Location: Athens, Greece DOUKAS SCHOOL		
July 2022	<b>E2</b>	<b>Multiplier Event</b> - STEAME Mini Conference Location: Athens, Greece Organized by: P2 - DOUKAS School P3 - University Of the Aegean		
July 2022	<b>C1</b>	Training Activity, Greece (3 days) Location: Athens, Greece Organized by: University of Aegean		
July 2022	<b>MGT</b>	Production of a PITCH video		
July 2022	<b>MGT</b>	Finalize the minutes of the Third Partners' meeting and the TO-DO list		
July 2022	<b>MGT</b>	TPM3 post- Evaluation (online)		
July 2022	<b>MGT</b>	Evaluation		
July 2022	<b>MGT</b>	Dissemination		
<b>MONTH 16</b> <b>August 2022</b>				
August 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
August 2022	<b>O3</b>	O3-A2.1: Design of the Label (M14-M17)		
August 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
August 2022		Quarter V (May 2022-July 2022) reports to be sent. Forms FQ, F1, F2, F3, F4, F5, F6) Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
August 2022	<b>MGT</b>	Evaluation		
August 2022	<b>MGT</b>	Dissemination		

2021				
<b>MONTH 17 September 2022</b>				
September 2022	<b>O3</b>	IO3 developing.  O3-A2: First draft of the policy recommendations (M11-M17)		
September 2022	<b>O3</b>	O3-A2.1: Design of the Label (M14-M17)		
September 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
September 2022	<b>MGT</b>	Evaluation		
September 2022	<b>MGT</b>	Dissemination		
<b>MONTH 18 October 2022</b>				
October 2022	<b>O3</b>	O3-A3: Stakeholder's consultation (M18-M20)		
October 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
October 2022	<b>MGT</b>	Preparation of the Third Newsletter (month 18)		
October 2022	<b>MGT</b>	Evaluation		
October 2022	<b>MGT</b>	Dissemination		
<b>MONTH 19 November 2022</b>				
November 2022	<b>O3</b>	O3-A3: Stakeholder's consultation (M18-M20)		
November 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
November 2022	<b>E1</b>	Multiplier Event – STEAME Mini Conference Location: Nicosia, Cyprus Organized by: P0 - Cyprus Mathematical Society P1 - LEAFNET		
November 2022	<b>E3</b>	Multiplier Event – STEAME Mini Conference Location: Krakow, Poland Organized by: P4 - Pedagogical University of Krakow		
November 2022	<b>E4</b>	Multiplier Event – STEAME Mini Conference Location: Milano, Italy Organized by: P5 – Elsa Morante School P6 - DLEARN		
November 2022	<b>MGT</b>	Quarter VI (August 2022 - October 2022) reports to be sent. Forms FQ, F1, F2, F3, F4, F5, F6)		

		Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
November 2022	<b>MGT</b>	Electronic Dissemination of the Third Newsletter		
November 2022	<b>MGT</b>	Indicator's measurement (first 18 months)		
November 2022	<b>MGT</b>	Evaluation		
November 2022	<b>MGT</b>	Dissemination		
<b>MONTH 20 December 2022</b>				
December 2022	<b>O3</b>	O3-A3: Stakeholder's consultation (M18-M20)		
December 2022	<b>O2</b>	O2-A3: PILOTING AND EVALUATION (M13-M20)		
December 2022	<b>MGT</b>	Sustainability and Promotion		
December 2022	<b>MGT</b>	Begin Exploitation plan		
December 2022	<b>MGT</b>	Evaluation		
December 2022	<b>MGT</b>	Dissemination		
<b>MONTH 21 January 2023</b>				
January 2023	<b>O3</b>	O3-A4: Final release (M21-M24)		
January 2023	<b>MGT</b>	Translations of IO3 **Translation of the IO3 Policy Recommendations will be done after the final EN versions are approved, usually during TPM meetings. Translation will be done to all partners languages (Greek, Polish, Italian, Romanian)		
January 2023	<b>MGT</b>	Sustainability and Promotion		
January 2023	<b>MGT</b>	Evaluation		
January 2023	<b>MGT</b>	Dissemination		
<b>MONTH 22 February 2023</b>				
February 2023	<b>O3</b>	O3-A4: Final release (M21-M24)		
February 2023	<b>E5</b>	Multiplier Event – STEAME Mini Conference Location: Bucharest, Romania Organized by: P7 - ASOCIATIA "INSTITUTUL PENTRU DEZVOLTAREA EVALUARII IN EDUCATIE" (IDEA)		
February 2023	<b>TPM4</b>	Fourth Partners Project Meeting - Romania Location: Bucharest, Romania		

		Organized by: P7 - ASOCIATIA "INSTITUTUL PENTRU DEZVOLTAREA EVALUARII IN EDUCATIE" (IDEA)		
February 2023	<b>MGT</b>	Sustainability and Promotion		
February 2023	<b>MGT</b>	Translations of IO3 **Translation will be done to all partners languages (Greek, Polish, Italian, Romanian)		
February 2023	<b>MGT</b>	Quarter VII (November 2022 - January 2023) reports to be sent. Forms FQ, F1, F2, F3, F4, F5, F6) Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
February 2023	<b>MGT</b>	Finalize TPM4 minutes and TO-DO list		
February 2023	<b>MGT</b>	TPM4 post- Evaluation (online)		
February 2023	<b>MGT</b>	Evaluation		
February 2023	<b>MGT</b>	Dissemination		
<b>MONTH 23 March 2023</b>				
March 2023	<b>O3</b>	O3-A4: Final release (M21-M24)		
March 2023	<b>MGT</b>	Translations of IO3 **Translation will be done to all partners languages (Greek, Polish, Italian, Romanian)		
March 2023	<b>MGT</b>	Sustainability and Promotion		
March 2023	<b>MGT</b>	Evaluation		
April 2023	<b>MGT</b>	Preparation and finalization of the Fourth Newsletter		
March 2023	<b>MGT</b>	Dissemination		
<b>MONTH 24 April 2023</b>				
April 2023	<b>O3</b>	O3-A4: Final release (M21-M24)		
April 2023	<b>MGT</b>	Quality evaluation report		
April 2023	<b>MGT</b>	Translations of IO3 **Translation will be done to all partners languages (Greek, Polish, Italian, Romanian)		
April 2023	<b>MGT</b>	Sustainability and Promotion		
April 2023	<b>MGT</b>	Post-evaluation of the project		

April 2023	<b>MGT</b>	Indicator's measurement (24 months)		
April 2023	<b>MGT</b>	Evaluation		
April 2023	<b>MGT</b>	Electronic Dissemination of the Fourth Newsletter		
April 2023	<b>MGT</b>	Dissemination		
		<b>Final Report Documents</b>		
	<b>MGT</b>	Quarter VIII (February 2023 – April 2023) reports to be sent. Forms FQ, F1, F2, F3, F4, F5, F6) Send reports for review and after reply by Coordinator you can make them final with signature and stamps and be sent back in pdf. You keep the original. Evidence for travel and hotel should be saved also.		
		<b>END OF PROJECT</b>		

**Project notes as described in the proposal for reference and implementation.**

\* Main Outputs and results include:

Intellectual outputs: IO1. Blueprint Guidelines for Hybrid STEAME activities

IO2. Training Programme for facilitating the implementation of STEAME L&C Plans by SE teachers and Piloting the Blueprint Guidelines

IO3. STEAME HYBRID Blueprint at a glance: Policy Recommendations and School Label Development

This project is utilizing outputs of the running project STEAME 2019-1-CY01-KA201-058240 , ([www.steame.eu](http://www.steame.eu)) to create the above innovative outputs but also it will enhance the L-Cloud project teacher certification programme (2018-1-CY01-KA201-046859, ([www.L-Cloud.eu](http://www.L-Cloud.eu)) with additional competences so that a teacher can apply to receive the L-CLOUD

**STEAME Hybrid Certification.**

Other results: staff training, multiplier events, TPMs, dissemination, QA, European Hybrid School Label.

\* The target groups are students of Grades 7-12 and their teachers. Secondary target groups include the teacher trainers, HE professors in Pedagogy and educational technology, decision makers and education authorities.

\*The MAIN OBJECTIVES of this project are to:

- create hybrid STEAME teaching and learning methods through innovative and technological approaches;
- provide a digital environment solution with options adapted to existing infrastructures and options for future blueprint solutions that support the hybrid method;
- engage teachers & students in STEAME activities in online and distance environment with blended learning methods;

- increase the level of knowledge in digital technologies & communication;
- provide quality virtual hands-on learning opportunities for students working in groups online;
- promote cloud computing and new technologies.

**\*Main Activities, Outputs and results, include.**

A1. selection of staff involved in the project, quality assurance, budget control and time management, risk management, financial reports, archiving, reporting to the Funding Agency

A2. intellectual outputs:

IO1. Blueprint Guidelines for Hybrid STEAME activities (online and distance blended project-based learning)

IO2. Training Programme for facilitating the implementation of STEAME L&C Plans by SE teachers and Piloting the Blueprint Guidelines

IO3. STEAME HYBRID Blueprint at a glance : Policy Recommendations and School Label Development

A3. an online pilot with teachers and students working on STEAME activities

A4. A C1 Training Course for piloting the teacher training programme

A5. five multiplier events (Cyprus, Greece, Italy, Romania, Poland)

A6. four physical transnational project meetings(PTPM) (Cyprus, Poland, Greece, Romania), three virtual transnational project long meetings(VTPLM) and several online bilateral or project short meetings(VTPSM).

A7. dissemination activities (within the institutions involved in the project, in other institutions, public events and mass media coverage, publications and scientific events, graphic materials and online dissemination including social media).

**\*Additional Results**

In addition to the intellectual outputs the project will deliver:

D1. Dissemination Plan and implementation Results

D2. Contingency Plan and Quality Assurance Evaluation report

D3. Exploitation Plan with a workspace for continuous development , updating, support, networking and sharing

D4. A STEAME Hybrid School Label promotion and administration.

D5. STEAME Hybrid Symposium within the annual EUROMATH & EUROSCIENCE Pupils Conference.

D6. STEAME Hybrid Certification Programme, promotion and administration

D7. Inter-institutional National level: partnerships with other local or regional schools or Pedagogical Institutes, cooperating as Associate Partners in the use of the Blueprint Guidelines

for hybrid STEAME Learning Activities.

**\* Impact as a result**

I1. impact on the participants: Increased awareness of the importance of STEAME learning activities and how these can be done during pandemic periods with limited mobility and

imposed online and distance learning, increased knowledge of using and learning from virtual activities, increased learning and teaching methodologies and pedagogical approaches in hybrid teaching and learning with project based activities such as STEAME activities.

12. impact on the participating organizations: Increased resources for using innovative methods, opportunities for teacher professional development in becoming adaptable to the

Digital ERA approaches.

13. impact at the European and International level: the coordinating organization as the organizer of EUROMATH & EUROSCIENCE international pupils conference for ages 9-18, will

#### How will the tasks and responsibilities be distributed among the partners?

P0(CyMS) will coordinate the project and develop the exploitation plan, amend the L-Cloud Certification into STEAME Hybrid Certification for teachers.

All the partners will be contributing to all outputs and results.

For the Intellectual Outputs, after consultation of the coordinator with the partners, it is agreed to have leaders and co-leaders as follows:

O1 Leader: P2-Doukas School, GR

O1 Co-leader: P7-IDEA, RO

O2 Leader: P4-Pedagogical University of Krakow, PL

O2 Co-Leader: P2-LEAFNET, CY

O3 Leader: P6-DLEARN, IT

O3 Co-Leader: P5-Elsa Morante School, IT

The project management, the monitoring of the implementation of the dissemination plan and the monitoring of the contingency plan will be led by the P0-Cyprus Mathematical Society,

in addition to its contribution to all intellectual output.

The Quality Assurance Committee and the C1 Training Course hosting will be led by the P3-University of Aegean, Greece in addition to their contribution in all outputs.

The consortium will also establish a Quality Assurance Committee with 3 participants from partners (excluding the coordinator), preferably managers, with enough experience to be able to identify risks and decide upon the necessary corrective/ preventive actions (with virtual meetings on a quarterly basis). Finally, two (2) quality evaluation reports are foreseen for this project, one at the end of the first year of the project in relation to interim reporting and one at the end of the project.

This plan will be developed, agreed between the partnership and will include the following (the description implies further indicators as shown herein):

QP1. Pre-evaluation to find out all partners' expectations on the project and others aspects of project as well. These are related to the possible problems and risks which could occur.

during the project life and prevention of these problems.

QP2. Post-evaluation at the project end to find out both, to what extent and quality was reached, were the partners' expectations on the project fulfilled? Post evaluation will be done.

after the C1 training and MEs



QP3. Continuous-evaluation of project meetings and work-packages: Each project meeting is crucial in the frame of a further cooperation among partners in the project and for the next

steps. At the same time all the planned results are the pillars of the project and that is why we need to give high attention to them.

QP4. Continuous evaluation of partnership: Firstly, the partnership will be evaluated on the meeting and secondly as a whole during the project life. Monitoring will be mainly the

communication among partners (mails sent to everybody, frequency etc), providing the tasks and contributions to the project.

QP5. Target Group and Curriculum of training course: Involvement of the target group will be monitored especially through the virtual community – social network, visiting the web pages.

## QUALITATIVE AND QUANTITATIVE INDICATORS

Overall project management:

IQ-Quality of Project management arrangements – no more than 20% rate of delays in delivering results throughout the project

IC-Effectiveness of coordination by the project coordinator – no more than 20% rate of issues and problems detected in coordination

IE-Effectiveness of the monitoring and evaluation processes – 100% of partners and coordinator compliance with quality monitoring process tasks.

IF-Effectiveness of quality arrangements – 100% rate of compliance with recommendations and amendment according the problems detected.

Moreover it will be taken under strict control all Communication/exchange of information with the EC and NA, and those among the partners. Overall it will measure the commitment to

the project among the partner by a qualitative evaluation of their involvement, proactive thinking and willingness to provide great results.

IQ. Project Quality & Impact Level Indicators:

IQ.1 Number of events organized per partner:

a. 1 local multiplier event/partner country (target = 5)

b. 1 partners' meetings in the Applicant's partner country (target = 1)

IQ.2 Number of C1 trainings (target = 1)

3 Number of visits of the project website (target >60/ month)

IQ.4 Number of stakeholders reached (target >50000)

A. Intellectual Outputs O1-O3:

O1. Blueprint Guidelines for Hybrid STEAME activities (online and distance blended project-based learning)

O1-A1: Investigation of existing competence frameworks

O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity

O1-A3: STEAME activity guidelines and Hybrid L&C plan template

O1-A4: Development of the Blueprint Guidelines

O2. Training Programme for facilitating the implementation of STEAME L&C Plans by SE teachers and Piloting the Blueprint Guidelines

O2-A1: HYBRID STEAME ENVIRONMENT: The development of an online environment for training and updating teaching skills for teachers to integrate online and/or blended.

technologies in SE

O2-A2: EXAMPLES FOR HYBRID GROUP WORK with guidelines for teachers

O2-A3: PILOTING AND EVALUATION

O3. STEAME HYBRID Blueprint at a glance: Policy Recommendations and School Label Development

O3-A1: Terms of Reference

O3-A2: First draft of the policy recommendations

O3-A2.1: Design of the Label

O3-A3: Stakeholder's consultation

O3-A4: Final release

Activity O1-A1: Investigation of existing competence frameworks Partners, based on the investigation and analysis of existing competence frameworks conducted at the preparation phase of this project, will focus on DigiComp2.1, Intel's, Unesco's and Microsoft's frameworks as well as District 64 to point out the set of competences that will empower a teacher to implement the hybrid STEAME approach. The project partners will utilize a methodology through Focus Groups of experts (teachers, teacher trainers, academicians, etc.) to validate and provide feedback on the set of competences pointed out by the early findings of this activity. The focus groups, one per partner country, will consist of at least 3 expert professionals that will discuss and exchange ideas, providing feedback based on a semi-structured pre-designed validation document. Partners will implicate professionals from the project's Associate partners and other stakeholders based on their expertise and experience on STEAME education.

Activity O1-A2: Investigation of cloud tools to empower a STEAME hybrid activity (complementary to the ones proposed in this proposal under O2). The project partners will investigate, available, open-source cloud tools (communication, collaboration, storage, planning, etc.) and will compare their features and what add-on value they could offer to the hybrid learning process. The results will be presented in a report for teachers, school principals and policy makers aiming to assist them in choosing those tools that will optimally facilitate the hybrid STEAME activities of their choice. During this activity, the school partners will organise a small focus group of 2-3 teachers that fit the basic characteristics profile of Activity O1-A1 to present a set of tools, representative of the main cloud tool categories (communication, collaboration, etc.) and will be asked to share their observations on whether they have used similar cloud tools or comment on the possible add-on value of their use from their point of view. This will help the procedure of proposing the right set of tools and how they can assist the teacher by facilitating the learning process of students

Activity O1-A3: STEAME activity structure and Hybrid L&C plan template Partners based on the findings of Output 1, early discussions on Output 2, and taking into consideration the STEAME project results, will propose the basic structure of a Hybrid STEAME activity and create an example of a set of hybrid STEAME activities, activities that will be part of at least 5 Hybrid STEAME L&C plans. The template for the hybrid STEAME L&C will also be developed during the activity O1-A3 based on the input and feedback from the school partners and the suggestions of the consortium HE experts, the K-12 education partners and the partner networks.

Activity O1-A4: Development of the Blueprint Guidelines Partners will collaborate and develop the guidelines that will target STEAME teachers, based on the findings, results and professional feed-back from the previous Output 1 activities. Main elements of its structure will be the STEAME Hybrid competence framework, a set of available tools and a proposition for the use of a common L&C template to describe the learning process and list the resources to be used.