

**Minutes Final Meeting N2L84ES in Malta**  
**4<sup>th</sup> of May 2015**



Agenda

<b>Venue: Easy School of Languages</b> <b>331 St Paul's street, Valletta.</b>	
<b>9.15 – 9.30</b>	Welcome partners and Introduction
<b>9.30 – 11.00</b>	Presentation of Final Products: <ul style="list-style-type: none"> <li>- Two Videos</li> <li>- Glossary</li> <li>- Questionnaire and Results from the Questionnaires</li> <li>- Website (course materials online?)</li> </ul>
<b>11.00 – 11.15</b>	Coffee break
<b>11.15 – 12.15</b>	Discussion of final reporting (+ EST) and splitting tasks between partners

12.15 – 12.30	Presentation of certificates
12.30 – 14.30	Lunch
14.30 – 16.30	Filming at the Upper Barracca Gardens in Valletta (weather permitting) <ul style="list-style-type: none"> <li>- Film N2L84ES catch phrase to add to film as introduction and conclusion.</li> <li>- Each partner to film in own language and final one all together in English</li> </ul>
16.30 – 20.00	Free time
20.00	Social dinner

Welcome partners and introduction by Karl Farrugia Wismayer, Easy School of Languages' director and Galeann Barbara



Presentation of final products

- **Questionnaire and results:**

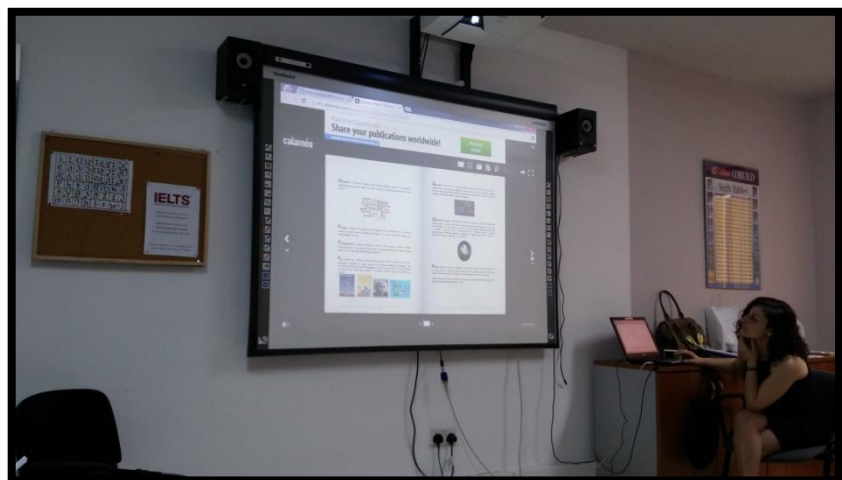
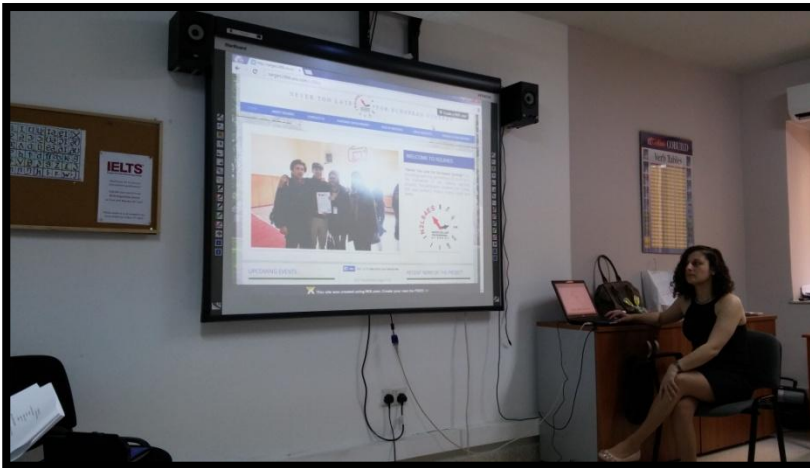
Maltese partners will put their collected data in the file dedicated and send it to Sofia before the end of next week (15-05). Sofia will compile the results and she will include graphics etc.

- **Two videos:**

IPF from Spain will combine videos in one big video with catch phrases by the end of May.

- **Website:**

We have the final version of the website. All official documents (agenda, minutes, photos, flyer etc.) are available on the website and we can download them. The description of the project is also included. Each partner had a look on the titles and words and corrected some of them.



- **Glossary:**

Sofia presented the final version of the glossary available on the website.

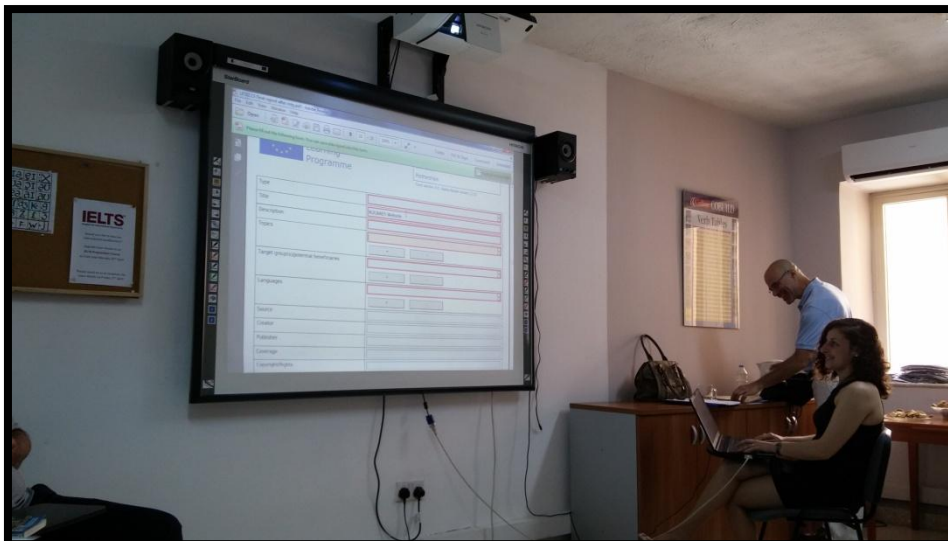
- **Dissemination activities:**

Each partner proposed adding content in N2L84ES Facebook page with photos, results of the content once it has been updated by Turkish partner. Then each partner will share this page on their organization's Facebook pages.

## Discussion of final reporting and splitting tasks between partners

All partners agreed to complete the final report with each outcome that has been created throughout the project. The list below presents outcomes' titles which are necessary to fill the final report in each country:

- 1) English Pocket Illustrated Glossary of Poetic Terminology
- 2) Project Logo
- 3) Project Webpage
- 4) Photo Album
- 5) N2L84ES Questionnaire
- 6) Results of the Questionnaire Analysis
- 7) Online Poetic Presentation Video (common video)
- 8) Online Documented Presentation/Film
- 9) N2L84ES Meeting and Dissemination Materials
- 10) N2L84ES Social Media Tools (i.e. Facebook link)
- 11) Project Newspaper Articles
- 12) Meeting Minutes
- 13) Intermediary Report
- 14) E-Learning Platform
- 15) Updated Project Lifecycle
- 16) N2L84ES Final Show
- 17) Final Report Workshop
- 18) Evaluation Interview Report after Final Show
- 19) Final Show Local Coverage Report
- 20) Certificates of Attendance



## Presentation of certificates by Galeann Barbara

### Lunch at Hotel Castille



## Filming at Upper Baracca Gardens in Valletta

The whole group decided to go to famous gardens in Valletta. One representative of each partner was filmed to present N2L84ES in his/her own language. Ryan Barbara from Malta was in charge of filming each representative. Then he did the same thing when the whole group said together "Never Too Late for European Synergy" in English.





Social dinner in a Japanese restaurant

End of the meeting