

## Minutes of the meeting in Spain 22<sup>nd</sup> September 2014

Warm welcome by Alberto from IPF (Director)

Discussion on the questionnaire.

- Each partner presented their work and an exercise ensued to select the best questions from each country's list.
- A decision was taken on the scale to be used – Vote went to 1-5 (based on France's model)
- France brought forward the idea of a questionnaire based on sections and parts. This was adopted by all.
- Malta suggested dividing the questionnaire into 7 parts, each with 2-3 questions and each with a different theme:
  1. Personal Info
  2. Expectations
  3. English language
  4. ICT
  5. EU Projects
  6. Workshop and Personal Development
  7. Results
- Greece volunteered to use SPSS for the data analysis. Malta suggested an excel sheet were results will be compiled making it easier for Greece to analyse the results
- Timeframes were discussed (below)
- Malta tasked with sending final draft of questionnaire and compiling all the questions in one document

Next steps:

- Questionnaire to be distributed
- Number of people: min. 10 per country and max 20
- Equality amongst genders is a must
- Target different age groups. Together we decided that:
  1. France – target senior population
  2. Malta – across the board
  3. Spain – youngsters
  4. Greece 22 – 45 year olds
  5. Turkey 18 – 45 year olds
- Final document to be delivered using Google Docs
- Discussion on holding the questionnaire on a one to one basis both using paper and ICT

Timeframes:

- Questionnaire compiled and sent to all partners by **1<sup>st</sup> week of October** (Malta task)

- **Deadline is end of March** to give out questionnaires to target group and collect results
- Statistics to be analysed between **March and June** (meetings in Greece and Malta)

Next deliverable:

- Video of 3min of the Poetry Presentation. **January 2015**
- 2 final movies to be delivered. 1 seen in Turkey (Documentary film) and 2<sup>nd</sup> to be done (Poetic Presentation)
- English Pocket Illustrated Glossary of Poetic Terminology. **March 2015**
  1. Greece suggested to turn this into an ebook or photobook

Next meetings:

- Greece: **15<sup>th</sup> March SUNDAY is the meeting day**
  - Sofia is to reserve the hotel as 1 group
  - Hotel in the centre of Thessaloniki
  - She needs the number of participants from each country asap:
    1. MT: 2 people
    2. FR: 2 people
    3. SP: 10 – 11 people
    4. TK: 6 – 8 people
  - Dissemination needs to be part of the project agenda