

Exten.(D.T.)²: Minutes of Meeting (draft) 17-18 April 2024 Meeting The Open University, Milton Keynes, UK

Link to Attendance Lists can be found [here](#)

The minutes below for the 2-day partner meeting at the Open University in Milton Keynes have been compiled by the Project Manager, S Patel (LNU).

The meeting concentrated on going through the draft presentations for the M18 review and providing feedback on them, prior to the formal EC Review with EC Experts in London on 19 April. The remainder of the time was spent on individual WP Progress including plans for Period 2.

The minutes below follow, in general, the order of the final approved agenda which can be found [here](#).

However, it should be noted that the agenda points did not strictly follow the order and timings in the agenda. This was due to some late arrivals and some unforeseen physical absences. This resulted in some presentations being on-line and/or shifting between some of the time slots on the original agenda to accommodate this and later arrivals.

Day 1: Wednesday 17 April 2024

09.00-09.15:

WELCOME & ICE-BREAKER (Leads: ES – OU and SP – LNU)

Eileen welcomed everyone to the fourth six-monthly project physical meeting at OU and gave a brief history and background of the University. This was followed by a short ice-breaker.

The [agenda](#) was approved.

The meeting was quorate.

09.15-10.00:

STATUS OF M18 TECHNICAL REPORT AND REVIEW OF PARTNERS 18-MONTH FINANCIAL REPORTING INCL. BUDGET TRANSFERS ETC. (Leads SP & TA - LNU)

See the linked presentation [here](#) for further information on the above, including best practice tips and advice for reporting in P2.

10.00-10.30:

DATA MANAGEMENT PLAN (DMP) AND RELATED EAB UPDATES (Lead ATM - LNU)

Ahmed provided an overview of the contents of the Initial DMP, progress in the Updated Data DMP, and insights from discussions during the latest EAB meeting on 29 February 2024 which he had attended:

- The Updated DMP is a continuation of the Initial DMP and provides further updates including the VRobotics (GeaRSBot) platform, data format types, sizes, accessibility, and storage.
- The primary focus at the February EAB meeting was on parental consent forms and questionnaires scheduled for distribution before and throughout the interventions. Concerns were raised on the creation of specific guidelines e.g., when teachers need to collect consent forms remotely. When

discussing the management of consent forms, the necessity for clarity and uniformity was emphasized, particularly:

- clear communication and guidance on proper consent procedures for teachers
- development of standardized consent forms by ExtenDT2 for use by teachers
- use of secure platforms for electronic consent options
- submission and storage protocols for teachers' consent forms
- efficient parent communication and meticulous record-keeping
- implementing reminders and establishing a feedback loop for continuous improvement
- Ahmed will have a meeting with colleagues from LNU, NKUA and SIMPLE on April 18, 2024, to further discuss these and practical solutions in preparation for the Final DMP.

10.30-10.45: TEA/COFFEE BREAK

10.45-12.35:

PHYSICAL REHEARSAL OF M18 REVIEW:

There followed individual presentations for the forthcoming Period 1 (P1) Review on April 19. Questions, feedback and final suggestions for improvement were provided by the consortium members.

The final presentations, as presented to the EC experts on Friday 19 April at UCL, London, are all linked and available to download from [this folder](#), and can also be downloaded from the individual links below.

- [Objectives, General Overview and Achievements](#) (Marcelo/Chronis)
- [WP2 The Extend.\(D.T.\)2 Framework Progress and Achievements](#) (Sofia)
- [WP3 Co-design of Educational Resources and Material Progress and Achievements](#) (Sagun)
- [WP4 Shaping Technologies Progress and Achievements](#) (Alisa)

12.35-13.45:

BUFFER/LUNCH

13.45-16.30:

PHYSICAL REHEARSAL OF M18 REVIEW CONT:

Including: 14.45-15.00: TEA/COFFEE BREAK:

- [WP5 School Interventions Progress and Achievements](#) (Chronis)
- [WP6 Professional Development Progress and Achievements](#) (Katrien)
- [WP7 Evaluation Progress and Achievements](#) (Carina)
- [WP8 Dissemination and Exploitation Progress and Achievements](#) (Sagun/Thea)
- [WP9 Ethics Progress and Achievements](#) (Carina)
- [WP1 Project Management Progress Achievements UoR and P2 Overview](#) (Marcelo/Shamim)

16.30-17.00

Following final feedback and suggestions for improvement partners had some scheduled time to make final changes to their slides.

17.00-18:00: HISTORICAL BUILDING TOUR AROUND THE OU CAMPUS

19.30 WRAP UP AND WORKING DINNER AT THE BLACK HORSE



Day 2: Thursday 18 April 2024

09.00-09.45:

PHYSICAL REHEARSAL OF M18 REVIEW CONT:

- Showcases (MG – NKUA)
- The final [Showcase Video](#) and presentation: “[ExtenDT2 Showcases Project Technology and Tools](#)” are linked.

09.45-15.15

WP PROGRESS & ONGOING WORK and ACTIVITIES, *INCLUDING:*

10.15-10.30: TEA/COFFEE BREAK

12.30-13.30 BUFFER/LUNCH

15.00-15.15 TEA/COFFEE BREAK

WP Leaders have shared slides, and/or notes, which are linked below. The cover what they went through during the meeting. WP Leaders can be contacted individually if further information is required.

- [WP2: FRAMEWORK UPDATE AND QUESTIONS](#) (Sofia - NTNU)
- [WP5: Y2 ACTIVITY PLANS AND STATUS OF SCHOOL INTERVENTIONS \(PROGRESS; ISSUES; ETC.\)](#) (Chronis/Marianthi/Christina - NKUA)
- [WP7: DATA COLLECTION ACTIVITIES AT SCHOOLS \(PROGRESS, ISSUES, ETC.\)](#) (Carina - TCD and Christina - NKUA) See also WP7 data analysis ppt below
- [WP4: TECHNOLOGIES PROGRESS](#) (Alisa – LNU and OU slides re nQuire for Students)
- [WP6: PROFESSIONAL DEVELOPMENT \(STATUS AND PERSPECTIVES\)](#) (Katrien – UGent)
- [WP7: DATA ANALYSIS & REPORTING SCHEDULE \(WHAT WE WANT TO FIND OUT\)](#) (Carina - TCD & Christina - NKUA) see also WP7 data collection ppt above
- [WP3: ASSESSMENT OF PD ACTIVITIES AND TEACHER TOOLKIT DEVELOPMENT](#) (Sagun/Thea - OU)
- [WP8: DISSEMINATION EXPLOITATION AND SCALING UP OF PROJECT ACTIVITIES IN Y3](#) (Sagun/Thea – OU); plus notes from Sagun as below:
 - Sagun briefed that: (i) A Dissemination and Exploitation Plan, project website and social media channels have been achieved. (ii) Developing an Open Learn online course, producing conference and journal publications including a policy report, ensuring wide participation of student and teacher with the DT projects and ensuring the sustainability of the project through the AI dashboard, and associated tools are ongoing.
 - Marcelo suggested organising an open competition for students to participate in, at the event related to our project, on Earth Day in April next year. This to have wider participation of pupils.
 - To produce policy reports, instead of inviting policy makers to our events that we organise, team members agreed on identifying events in which policy makers are engaged, where we can disseminate our policy briefs based on our projects.

- Sofia suggested we look into the possibility of taking part in, or organising a panel discussion in the Ecsite event. This could be a feasible approach to work with policy makers.
- Manolis suggested preparing policy briefs with sister projects.
- Carina stressed on having one policy brief with bullet points so that we can have consistency when we disseminate it across Europe in different events.
- To achieve the target of media releases each partner is to look into options in their respective country. Up to now, there have been two media releases.
- Re, Open Learn online course, Marcelo queried whether we can allocate certain credits to the Open Learn Course or if we can make it a micro-credential course.

15.15-16.00

NEXT PHYSICAL MEETING & AOB

Due to some time constraints and physical absences it was agreed to:

- Discuss the next six-monthly physical meeting at the next OMT meeting in May
- Continue any further discussions related to the P1 Review and ongoing work in individual Work Packages whilst travelling to London and at the wrap-up and working dinner in London.

End of meeting at OU (and travel to London)

19.30 WRAP UP AND WORKING DINNER:

- CAMINOS, KINGS CROSS, LONDON