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Fourth Project Partners Meeting

Online

29 October 2020

ONLINE PROJECT PARTNERS MEETING

29 October 2020

AGENDA OF THE MEETING

Timetable of 29 Octber 2020

09:00 Start of the Meeting (08:00 UK, 10:00 EL and RO)

1		Welcome of Participants	UCM and Pixel
2		Adoption of the agenda	Pixel
3		Target Group Involvement: - *Current situation*	Pixel
4		Intellectual Output 1: Training Package in Medical History for Medical Humanities Lecturers	
	4.1	*Current situation:* - *Methdology and Mapping report* - *Translation of the Educational Material* - *Qualitative Assessment*	Pixel
5		Intellectual Output 2: Digital Museum	
	5.1	- *List of objects* - *Next activities*	All partners
6		Intellectual Output 3: Virtual Video Library with Testimonials from Role-model Doctors	
	6.1	*Current situation:* - *Doctors to be involved in the video interviews* - *Production of the video interviews*	All partners
7		Presentation of the Project Management Activities (PM)	
	7.1	*Presentation and analysis of PM1: Coordination of Activities* o *Schedule of future meetings* o *Presentation of the current situation*	Pixel
	7.2	*Presentation and analysis of PM2: Dissemination* o *Presentation of the current situation*	Pixel
	7.3	*Presentation and analysis of PM3: Exploitation* o *Presentation of the associated partners* o *Presentation of the exploitation links*	All partners
7		Intellectual Output 2: Collection for Digital Medical Museum	
	7.1	o *Presentation of the planned activities and expected results*	UCM, Pixel
8		Reminder on Project Deadlines	All partners
9		Any Other Business	All partners
10		Meeting and project evaluation	

13:30 End of 1st Meeting Day (12:30 UK, 14:30 EL and RO)

Project Presentation

Online Partners' Meeting
29 Octoeber 2020

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The Target Group

The main target groups of the project are:

- Doctors and universities lectures in humanities in medicine
- Medical students
- Policy makers in the field of education

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Expected Results

The main project deliverables are 3 intellectual outputs:

- Training package in medical history for medical humanities lecturers
- Collection for digital medical museum
- Virtual video library with testimonials from role-model doctors

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Project Activities

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The Project at a Glance

Target Groups Involvement	February 2019 – September 2019
Training package in medical history for medical humanities lecturers	January 2019 – December 2020
Collection for digital medical museum	March 2020 – December 2020
Virtual video library with testimonials from role-model doctors	July 2019 – March 2021
Training Activity	April 2021
Multiplier Events	May 2021

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Preparatory Activity
(part of the Project Management)

**Target Groups
Involvement**

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PM1: Project Management
Actions to be Carried Out

- Involvement of target groups:
  - 50 among lecturers, doctors and practitioners
  - 200 undergraduate medical students

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PM1: Project Management
Expected Results

Each HEI must select and upload on the project portal at least:

- 10 among lecturers, doctors and practitioners
- 40 undergraduate medical students

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PM1: Project Management
Templates and Tools

- PM1.A – Lecturer Information
- PM1.B – Student Information
- PM1.C – Role of the participants

PM1: Project Management
Current results

Partner	Involved Professors	Involved students
UCM	10	45
Uni Iasi	11	47
Uni Roma	11	42
Uni Aristotelio	6	36
UoB	10	33

PM1: Project Management
Deadlines

6 November 2020
UniAristotelio (EL), UoB (UK)
Upload on the project portal the information related to the target groups

Slide 1

Intellectual Output 1

Training Package in Medical History for Medical Humanities Lecturers

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Slide 2

IO1: Training Package

Actions to be Carried Out 1/2

1.1) Creation of all templates needed for carrying out the activities	1 January 2019 31 January 2019
1.2) Mapping curricula and Identification of a common format	1 February 2019 15 April 2019
1.3) Topic proposal	1 February 2019 31 May 2019
1.4) Focus group	1 March 2019 15 April 2019
1.6) Development of the educational material	1 June 2019 31 December 2019

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Slide 3

IO1: Training Package

Actions to be Carried Out 2/2

1.7) Questionnaires for undergraduate medical students	01 August 2019 31 October 2019
1.8) Translation of the training package	1 November 2019 31 January 2020
1.9) Piloting	1 January 2020 31 May 2020
1.10) Piloting report	1 June 2020 31 July 2020

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IO1: Training Package
Expected Results 1/2

- 1 Map of Medical Humanities

- 1 focus group with 6-8 participants per contry

- Availability of 30 questionnaires per country (collected by the HEIs)

IO1: Training Package
Expected Results 2/2

- **Educational material**
Each HEI has to develop 2 units, but UCM (ES) that has 4, related to a specific historical period.
For each unit, each HEI should produce:
  - 1 Power Point
  - 1 reading of around 3000 – 4000 words
  - 1 formative evaluation questionnaire with 5 open-ended questions
  - 1 summative evaluation questionnaire with 10 multiple-choice questions

- Piloting phase:
  - 1 experiment group of 15-20 medical students using the developed educational material
  - 1 control group of 15-20 medical stuent using the traditional material

- Piloting phase report (UCM)

IO1: Training Package
Templates and Tools

- IO1.A – Mapping curricula

- IO1.B – Focus Group

- IO1.C – Questionnaire for students

- IO1.D – Table of contents of the Educational Material

- IO1.E – Guidelines for the development of the Educational Material

- IO1.F – Piloting Report Guidelines

Slide 1

Current situation

Partner	Mapping	Focus group material	1st unit educational material	2nd unit educational material
UCM 1	OK	OK	OK Case scenario missing	OK Case scenario missing
UCM 2			OK	OK
Uni Iasi	OK	OK	OK	OK
Uni Roma	OK	OK	OK	OK
Uni Aristotelio	OK	OK	OK	OK PPT missing
UoB	OK	OK	OK Case scenario missing	OK Case scenario missing

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Slide 2

Current situation

Partner	Questionnaire XLS	Students involved in the DELPHI analysis
UCM	OK	
Unilasi	OK	
UniRoma	OK	
UniAristotelio	OK	
UoB	OK	

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Slide 3

Deadlines

- **6 November 2020**
  UCM (ES)
  Report mapping and Methodology Educational Material

- **6 November 2020**
  HEIs
  Provide list of 10 students with good level of English with email addresses to carry out a qualitative assessment of the training package

- **15 November 2020**
  All HEIs
  Translation of the Power Point Presentation of the training material

- **31 December 2020**
  UoB (UK)
  Send a report related to the qualitative assessment

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Intellectual Output 2

Collection for Digital Medical Museum

Actions to be Carried Out

2.1) Creation of all templates needed for carrying out the activities	01 March 2020 31 March 2020
2.3) List of objects	1 May 2020 31 May 2020
2.4) Description of the contents for the digital collection	1 June 2020 30 September 2020
2.5) Uploading of the contents on the portal	1 October 2020 31 October 2020

Expected Results

- An interactive map that connects the developed educational contents with the objects of the digital collection

- Availability of around 40-50 objects selected by the partners that will be upload on the digital platform

- Development of objects' labels to describe their characteristics

IO2: Digital Collection
Templates and Tools

- IO2.A – Map

- IO2.B – Objects list

- IO2.C – Digital objects

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IO2: Digital Collection
Current Results

Partner	List of objects	Number of objects
UniThessaloniki (EL)		
UCM (ES)		
UniRoma (IT)	OK	9
UniIasi (RO)	OK	51
UoB (UK)	OK	10

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IO2: Digital Collection
Deadlines

- **4 November 2020**
  UniThessaloniki (EL), UCM (ES)
  Propose a list of objects to be included in the digital collection:
  - Name of the object
  - Place of the object
  - Didactic unit connected

- **15 November 2020**
  All HEIs
  Description of 4-5 objects

- **15 December 2020**
  All HEIs
  Description of 8-10 objects and provide at least 1 picture for each object

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Intellectual Output 3

Virtual Video Library with Testimonials from Role-Model Doctors

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Actions to be Carried Out

3.1) Creation of all templates needed for carrying out the activities	1 July 2019 31 July 2019
3.2) Identification of doctors and students	1 July 2019 31 July 2019
3.3) Development of the scripts	1 August 2019 30 September 2019
3.4) Development of the videos	1 October 2019 31 May 2020
3.5) Editing of the videos	1 April 2020 31 July 2020

IO3: Video Library
Expected Results

A collection of videos with doctors and medical lecturers showing the role of history linked to the medical profession.

Availability of 4 video interviews (1 per thematic area) per HEI, including:
- The presence of 1 doctor, 1 student and 1 interviewer
- The presentation of archive material
- The description of objects and contents from the digital collection of IO2

IO3: Video Library
Templates and Tools

- Template IO3.A – Guidelines to shoot a video
- Template IO3.B – Video Library

IO3: Video Library
Current situation

Partner	Participants
UCM	4
Uni Iasi	4
Uni Roma	4
Uni Aristotelio	0
UoB	4

IO3: Video Library
Current situation

Partner	Raw material of the video	Script for subtitles	Final version of the video
UCM	0	0	0
Uni Iasi	3	3	3
Uni Roma	1	0	0
Uni Aristotelio	0	0	0
UoB	0	0	0

IO3: Video Library
Deadlines

- **6 November 2020**
  UniAristotelio (EL)
  Identification of 1 doctor per each of the 4 videos
- **15 November 2020**
  All HEIs
  Sending of raw videos and documents related to 1 video
- **31 December 2020**
  All HEIs
  Sending of raw videos and documents related to 1 more video

IO3: Video Library
Deadlines

- **28 February 2021**
  All HEIs
  Sending of raw videos and documents related to 2 more videos
- **31 March 2021**
  EuroEd
  Editing of the videos and upload of the videos on YouTube and on the portal

Training Activity

Training Activity
Actions to be Carried Out

- Organisation in Madrid of a training event:
  - Topics: Innovation in Medical Humanities Teaching
  - Participants: **2 members of the staff per each HEI**
  - Period: 19 – 23 April 2021
  - Duration: 7 days (including 2 travelling days)
  - Certification: Europass Mobility

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Training Activity
Template and Tools

- TA.1 - Training Activity Register
- TA.2 – Programme
- TA.3 – Certificate
- TA.4 – Contents for the Mobility Europass
- TA.5 – Participants Profile
- TA.6 – Report

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Training Activity
Deadlines 1/2

- **31 January 2020**
  UCM (ES), Pixel (IT)
  Definition of the:
  - Training Programme
  - Certificate for the participants
  - Contents for the Europass

- **28 February 2020**
  All HEIs
  Identify 2 participants in the training activity
  Contact the National Europass Centre (link) to activate the Europass Mobility for each participant

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Training Activity
Deadlines 2/2

- **19 – 23 April 2021**
  UCM (ES)
  Delivery of the Training Activity

- **30 April 2021**
  UCM (ES)
  Sending to Pixel of supporting documents (Report on the training activity, Register of participants, Signed Certificates)

- **30 April 2021**
  All HEIs
  Sending to Pixel of supporting documents (Participants Profiles, Signed Mobility Europass)

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Multiplier Events

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Multiplier Events
Actions to be Carried Out

Organisation of a 3 dissemination events at national level and 1 final conference on the:

- Innovation of the teaching of medical history with the object-based learning approach
- Presentation of the intellectual outputs

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Multiplier Events
Expected Results

- 1 Multiplier Event per Country
  - involvement of 20 lecturers, doctors, researchers and medical students

- Project Final Conference:
  - involvement of 40 participants among lectures, doctors, researchers, medical students, policy makers and museum staff

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Multiplier Events
Templates and Tools

- ME.1 – Multiplier Event Description
- ME.2 – Multiplier Event Programme
- ME.3 – Multiplier Event List of Participants
- ME.4 – Multiplier Event Minutes

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Multiplier Events
Deadlines

- **31 May 2021**
  All HEIs (except UCM)
  Sending of material related to the multiplier events

- **31 May 2021**
  UCM (ES)
  Sending of material related to the final conference

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Project Management

PM1 - Coordination of activities

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PM1 - Coordination of activities
Actions to be Carried Out

- Attendance to the partners meeting
  - 1st Meeting: Florence (IT) 11-12 February 2019
  - 2nd Meeting: Thessaloniki (EL), 12-13 September 2019
  - 3rd Meeting: Online, 27 – 28 April 2020
  - 4th Meeting: Online, 29 October 2020
  - 5th Meeting: Bristol (UK), ???? 2021
  - 6th Meeting: Madrid (ES), May 2021

- Production of project reports

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PM1 - Coordination of activities
Expected Results

Production of:

- Three months period online Activities Reports
- Yearly Financial Report

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PM1 - Coordination of activities
Templates and Tools

- PM1.D – In progress activities reports

- PM1.E – Financial Manual (*external annex*)

- PM1.F – Financial Forms (*external annex*)

- PM1.G - Template of Mobility Declaration

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PM1 - Coordination of activities
Current situation

Partner	Online activities report			
	IO1	IO2	IO3	PMI
UCM (ES)	TBU	TBU	TBU	TBU
Uni Aristotelio (EL)	TBU	TBU	TBU	TBU
Pixel (IT)	OK	OK	OK	OK
Uni Roma (IT)	OK	OK	OK	OK
UoB (UK)	TBU	Missing	Missing	Missing
EuroEd (RO)	OK	OK	OK	OK
Uni Iasi (RO)	OK	OK	OK	OK

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PM1 - Coordination of activities
Deadlines

2 November 2020
UniAristotelio (EL), UCM (ES), UoB (UK)
Update online activity reports up to 30 September 2020

All partners
Every three months (31 December 2021, 31 March 2021, 31 May 2021)
 – Production of Activities Report Forms

15 June 2021
All partners
Financial Report

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Project Management

PM2 - Dissemination

Actions to be Carried Out

– Development and translation of project brochures
– Organization of at least 1 dissemination event on the project every month
– Creation of a Facebook page
– Production of the best practice dissemination report

Expected Results

• Production of Project Brochure in all partners languages
• Database of dissemination events on the portal
• Creation of a Facebook Page
• Production of National Best Practice Dissemination Report

PM2 – Dissemination
Templates and Tools

- PM2.A – In progress dissemination reports
- PM2.B – How to write the Best Practice Dissemination Report

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PM2 – Dissemination
Current situation

Partner	Dissemination events
UCM (ES)	13
Uni Aristotelio (EL)	5
Pixel (IT)	59
Uni Roma (IT)	15
UoB (UK)	9
EuroEd (RO)	52
Uni Iasi (RO)	15

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PM2 - Dissemination
Deadline

- **Every three months** (31 December 2021, 31 March 2021, 31 May 2021)
  All partners
  Upload of 1 dissemination events per month

- **15 May 2021**
  All partners
  Final Best Practice Dissemination Report

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Project Management

PM3 - Exploitation

PM3- Exploitation

Actions to be Carried Out

– Involvement in the project of associated partners

– Collection of exploitation links

PM3 – Exploitation

Template and Tools

– PM3.A - Associated Partner Letter

– PM3.B - Associated Partner Information

– PM3.C - Exploitation links

PM3 - Exploitation
Expected Results

- Involvement of 6 associated partners
- Collection of 6 exploitation links

PM3 - Exploitation
Current situation

Partner	Exploitation Links	Associated Partners
UCM (ES)	1	4
Uni Aristotelio (EL)	1	2
Uni Roma (IT)	2	1
UoB (UK)	0	0
EuroEd (RO)	5	3
Uni Iasi (RO)	1	2

PM3: Exploitation
Deadlines

- **6 November 2020**
  HEIs
  - Involvement of 3 associated partners
  - Collection of 3 exploitation links

- **15 May 2021**
  All Partners
  - Involvement of a total number of 6 associated partners
  - Collection of a total number of 6 exploitation links

Project Management

PM4 - Quality and Monitoring Plan

PM4: Quality and Monitoring Plan
Actions to be Carried Out

– Collection of evaluation questionnaires
– Collection of testimonials
– Production of testing evaluation report

PM4: Quality and Monitoring Plan
Expected Results

- 3 issues of the Quality Plan
- Collection of 4 testimonials
- Collection of 20 evaluation questionnaires per country
- 1 Evaluation Report on IOs per country

PM4: Quality and Monitoring Plan
Templates and Tools

- PM4.A – Quality Plan
- PM4.B – Project Meeting Evaluation Questionnaire
- PM4.C – Project Evaluation Questionnaire
- PM4.D – End users' Evaluation Questionnaires for Intellectual Outputs
- PM4.E – Tool for questionnaires analysis
- PM4.F – Guidelines for the evaluation report on Testing Activities

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TA4: Quality and Monitoring Plan
Deadlines

- **31 May 2021**
  All Partners
  - Collection of 6 testimonials
  - Collection of 20 evaluation questionnaires
  - Sending of evaluation report on the IOs

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Thank you for Your Attention

Questions?

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CALENDAR OF DEADLINES

IO1 – Training Package in Medical History for Medical Humanities Lecturers

Deadline	Results	Partner	Template and Tools
10 October 2020	Development of contents of the second unit of the educational material	UniAristotelio (EL)	IO1.D – Table of contents of the Educational Material IO1.E – Guidelines for the development of the Educational Material
15 October 2020	Final version	UCM (ES)	
15 October 2020	Translation of the of the Power Point Presentation of the training material	All HEIs	
15 October 2020	Report on mapping and Methodology of the Educational Material	UCM (ES)	
31 October 2020	Provide list of 10 students with good level of English with email addresses to carry out a qualitative assessment of the training package	All HEIs	
31 December 2020	Send a report related to the qualitative assessment	UoB (UK)	

IO2 – Collection for Digital Medical Museum

Deadline	Results	Partners Involved	Template and Tools
20 October 2020	Propose a list of objects to be included in the digital collection: • Name of the object • Place of the object • Didactic unit connected	All HEIs	IO2.B – List of digital objects
10 November 2020	Description of 4-5 objects	All HEIs	IO2.C – Digital objects
31 December 2020	Description of 8-10 objects and provide at least 1 picture for each object	All HEIs	IO2.C – Digital objects

IO3 – Virtual Video Library with Testimonials from Role-Model Doctors

Deadline	Results	Partners Involved	Template and Tools
31 October 2020	Identification of 1 doctor per each of the 4 videos	UniRoma (IT), UniAristotelio (EL)	
15 November 2020	Sending of raw videos and documents related to 1 video	All HEIs	IO3.A – Guidelines to shoot a video IO3.B - Video Library
31 December 2020	Sending of raw videos and documents related to 1 more video	All HEIs	IO3.A – Guidelines to shoot a video IO3.B - Video Library

28 February 2021	Sending of raw videos and documents related to 2 more videos	All HEIs	IO3.A – Guidelines to shoot a video IO3.B - Video Library
31 March 2021	Editing of the videos and upload of the videos on YouTube and on the portal	EuroEd (RO)	

Training Activity

Deadline	Results	Partner	Template and Tools
30 September 2020	Definition of the: - Training Programme - Certificate for the participants - Contents for the Europass	UCM (ES), Pixel (IT)	
30 November 2020	Each HEI should: - Identify 2 participants in the training activity - Contact the National Europass Centre (link) in order to activate the Europass Mobility for each participant.	All HEIs	TA.4 – Contents for the Mobility Europass
January 2021	Delivery of the training activity	UCM (ES)	TA.1 –Register TA.2 – Programme TA.3 – Certificate
31 January 2021	Sending to Pixel of supporting documents (Report on the training activity, Register of participants, Programme, Certificates)	UCM (ES)	TA.1 – Register TA.2 – Programme TA.3 – Certificate TA.6 – Report
31 January 2021	Sending to Pixel of supporting documents: copies of the Europass certificates, description of the participants profiles and selection methodology	All HEIs (except UCM)	TA.5 – Participants Profile

Multiplier Events

Deadline	Results	Partner	Template and Tools
31 May 2021	Organisation of an event for 20 (Greek/ Italian/ Romanian/ Spanish/ English) doctors/lectures/researchers/policy makers in order to present, discuss the project results and address their sustainability in the national system. Sending of documents related to the multiplier events.	All HEIs	ME.1 - Multiplier Event Form ME.2 - Programme Template ME.3 - List of Participants Template ME.4 - Minutes form

Project Management

PM1 - Coordination of Activities			
Deadline	Results	Partner	Template and Tools
15 October 2020	Selection and involvement for the piloting phase, by each of the HEI, of - 40 medical undergraduate students - 10 among lectures, researchers, doctors and practitioners Upload on the project portal of the related information	Uni Iasi (RO), UniAristotelio (EL), UoB (UK)	PM1.A – Lecture Information PM1.B – Student information PM1.C – Role of the target groups

26 October 2020	Update online activity reports up to 30 June 2020	AUTh (EL), UoB (UK)	https://alcmaeon.pixel-online.org/MNG-wip.php
30 September 2020, 31 January 2021, 31 May 2020	Production and Uploading of Project Activities Report	All partners	https://alcmaeon.pixel-online.org/MNG-wip.php
15 June 2021	Production of Financial Reports	All partners	PM1.E – Financial Manual PM1.F – Financial Forms

PM2 - Dissemination			
Deadline	**Results**	**Partner**	**Template and Tools**
30 September 2020, 31 January 2021, 31 May 2020	Organization of 1 dissemination events on the project every month and uploading the dissemination events description on the project web site (every three months)	All partners	https://alcmaeon.pixel-online.org/MNG-diss.php
15 January 2021	Production of the final Best Practice Dissemination Report	All partners	Template: PM2.B – How to write the Best Practice Dissemination Report

PM3 - Exploitation			
Deadline	**Results**	**Partner**	**Template and Tools**
20 October 2020	Upload on the project portal of 3 associated partners. Sending to Pixel of 3 exploitation links	HEIs	PM3.A - Associated Partner Letter PM3.B - Associated Partner Information PM3.C – Exploitation links
15 May 2021	Upload on the project portal a total number of 6 associated partners. Sending to Pixel a total number of 6 exploitation links	All partners	PM3.A - Associated Partner Letter PM3.B - Associated Partner Information PM3.C – Exploitation links

PM4 - Quality and Monitoring Plan			
Deadline	**Results**	**Partner**	**Template and Tools**
May 2021	- Collection of 6 testimonials - Collection of 20 evaluation questionnaires - Sending an evaluation report per country on the IOs	All partners	PM4.D – Lectures' Evaluation Questionnaires for Intellectual Outputs PM4.E – Tool for questionnaires analysis PM4.F – Guidelines for the evaluation report on Testing Activities