



# MECA PROJECT COURSE DEVELOPERS TRAINING MINUTES

Politecnico di Torino, October 6 - 8 2016

## Participants

1. Etienne Sicard, INSA Toulouse, France
2. Malenko Tzanov, INSA Toulouse, France
3. Slavka Tzanova, TUS Sofia, Bugaria
4. Danilo Demarchi, Politecnico di Torino, Italy
5. Paolo Astengo, Astel, Italy
6. Mile Stankovski, UKIM Macedonia
7. Vladimir Stavrov, AMG Technology, Bulgaria
8. Elena Eyngorn, TU Berlin, Germany
9. Attila Géczy, BME, Hungary
10. Galina Stavrova, AMG Technology, Bulgaria
11. Dragan Stankovski, ATRONIKA, Macedonia
12. Malenko Marinov, MASHO, Bulgaria
13. Igor Markovski, ATRONIKA, Macedonia
14. Norocel Codreanu, UPB-CETTI, Romania

## DAY 1: OCTOBER 6<sup>TH</sup>

### Lecture: 'How to use Moodle' – Martin Klossek

Martin described all necessary steps for creation of a new course in Moodle:

- System configuration;
- Definition of roles of teachers and functions etc.;
- Different format of course;
- Book – more convenient for hierarchical content presentation;
- Creation of different kinds of tests;
- Planning the delivery of the course.

### Demonstration of course creation – Slavka Tzanova

Slavka demonstrated all steps in course creation and test evaluation.

### Development of job-specific training modules. Discussion on the common template for the courses in Moodle

Common template for the courses was suggested by Slavka and after discussion accepted by the partners:



PROJECT COURSE DEVELOPERS EVENT  
Torino 6<sup>th</sup>-8<sup>th</sup> October 2016

**MECA PROJECT COURSE TEMPLATE**

name	title of the course (max 255 chars)
short name/abbr.	if available, the abbreviation should possibly less than 15 chars
course objectives	learning outcomes
description	abstract of the course with some picture if possible
target students	description of the target group with their necessary background
intro	introduction to the course - outline
developed by course	name of university, company, and/or person developing the course
evaluation	how the course or modules will be assessed and
graduated/certified	

The syllabus of the course.

Use the **Moodle template of a book**. Only this one allows for a hierarchical structure of the courses.

It is necessary to have tests for self evaluation and for final evaluation by the teachers.

## DAY 2: OCTOBER 7<sup>TH</sup>

### **Practical assignment: 'Course settings, assignment of roles. Creating course content: Creating a web page'**

All trainees created their prototypes with different features on the Web page of a course creation: text, pictures, formula, symbols.

Then practice on creating quizzes was done: multiple choice questionnaires, open questions etc.