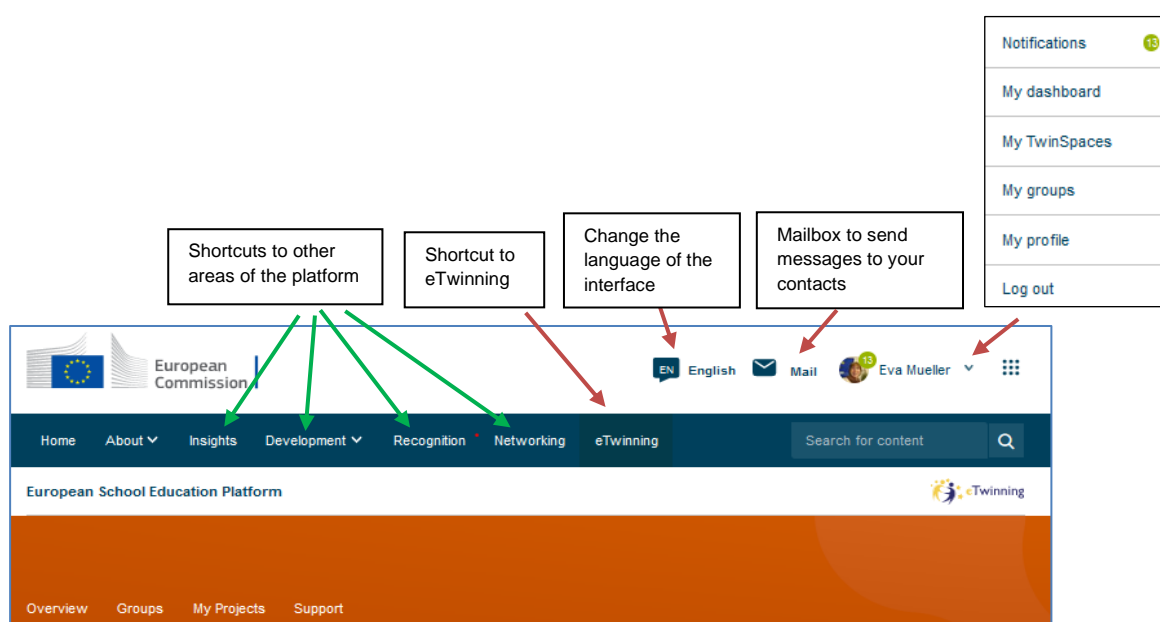


ESEP-Workshop



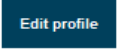

START: Sign in on <https://school-education.ec.europa.eu>

REGISTRATION

As participant of this seminar/workshop you should already be registered. But if not please follow the steps below.

Task	Done?
<p>Create an EU-Login. All online portals used in the Erasmus+ programme, including eTwinning, are access-protected via an EU-Login: https://webgate.ec.europa.eu/cas</p> <p>Please note: If you had an account on the old eTwinning platform, please create the EU login account with the same email address.</p> <p>All online portals used in the Erasmus+ program are access-protected via an EU-Login. A user account consists of an email address and a password and should be created for each person using the relevant portals.</p>	

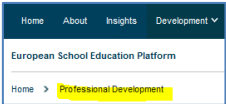
YOUR PROFILE / INTERNAL MAILS (15 Points)

Task	Done?
 Open your profile, upload a profile picture and add a short description of yourself. Please note: The profile is unique for all activities on the ESEP.	
 Available for eTwinning project Check your eTwinning profile and make sure that you are available for an eTwinning project.	
Imagine you have changed the school. How can you add your new school to your profile?	
How can you change your password? Please note: You can cannot change your username, only the password.	
Send an internal mail to one of the workshop participants or the workshop leader.	

INSIGHTS

Task	Done?
Browse through the different subareas, e.g. Viewpoints, Publications etc. Open the eTwinning-Kit eTwinning Project: The Disconnect that you can find under Teaching Materials .	

DEVELOPMENT

Task		Done?
<div></div> <p>Click on the ESEP navigation bar on Insights and Professional Development. Browse through the offers and choose a course, a webinar or a conference you are interested in. Do you know where you could enroll?</p>		
For your information: You have the choice amongst these types of events:		
Type of event	Description	Duration
Webinars and webinar series	Experts provide information in short units on a specific topic.	One-hour webinar possibly combined with a second practice-oriented webinar
Short online courses	Organised by teachers (peer learning)	Two weeks (Total effort: 8-12 hrs.)
Long online courses	International experts give courses on theoretical and practical pedagogical approaches.	Four to six weeks (Total effort: 12-25 hours)
Online or face-to-face workshops and seminars	Input from experts, focus on networking with other participants	Online: Mostly three afternoons Attendance: Two days (Total effort: 10-15 hours)

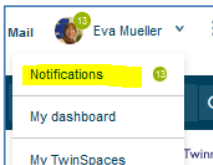
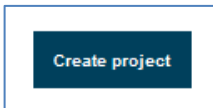
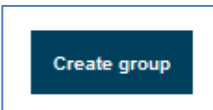
RECOGNITION

Task	Done?
Find information about the eTwinning Quality Label.	
Which eTwinning Labels and Prizes do you know?	

NETWORKING

Task	Done?
<p>Open the Partner finding tab, filter via “eTwinning project idea” and browse through the postings.</p> <p>Please note: You are privileged to meet your potential partners in person at this seminar. But if you want to post your own eTwinning project idea, please use a catchy title and be as concrete as possible.</p>	
Open the People tab, fill in the name of another participant and send a message.	

ETWINNING

Task	Done?
Open the eTwinning tab and click on My projects .	
<p>Invite another member to this project. You can only invite one of your contacts. Is this not possible? That's because you are a Teacher Member and thus have less permissions. Please ask the project founders to upgrade you to Teacher Administrator.</p> <div>  <p>If the person you want to invite is not amongst your contacts please send this person a contact request and ask them to accept it. Contact requests and project invitations can be found under your Notifications.</p> <p>Please note: In a project with only a few partners like 3-7, all partners should have the Administrator permissions.</p> </div>	
 <p>Start to create a new project.</p>	
 <p>Start to create a new group.</p>	

Everything done? 👍👏 If not, don't worry 😊: For further information and help you can have a look at the support section in your TwinSpace. And of course, you can contact us with questions at any time.



We thank you for your commitment and your ideas and wish you a lot of fun and success with your eTwinning project(s)!

Your eTwinning team at PAD