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ERASMUS+ PROGRAMME
Project Number: 101083078

ICT4EDU
Enhancing ICT Competencies of Early Childhood Educators at HEIs in MENA Countries

Minutes of Meeting
21st Online Management Meeting

15th May, 2025

Co-funded by the European Union

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ICT4EDU Partners Beneficiaries:

Beneficiary number	Beneficiary name
BE 001	University of Jordan (UJ)
BE 002	Irbid National University (INU)
BE 003	Mutah University (MU)
BE 004	Al-Azhar University (AZHU)
BE 005	Suez Canal University (SCU)
BE 006	Heliopolis University (HU)
BE 007	Palestine Technical University (PTUK)
BE 008	Palestine Technical College (PTC)
BE009	Al Istiqlal University (PASS)
BE010	Frederick University (FredU)
BE011	University of Bucharest (UB)
BE012	University of Porto (IPP)
BE013	University of Padova (UniPd)

ICT4EDU Project Coordinator:

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About the Meeting:

Type of meeting	Online Management Meeting
Meeting no.	21
Date	15/05/2025
Place	Zoom video conferencing
Minutes drafted by	Eng. Maram Al-Hijaj

Disclaimer

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Participants List

Table 1: Participants list

No.	Participant Name	Position
The University of Jordan		
1.	Prof. Ahmed Al-Salaymeh	ICT4EDU General Project Coordinator
2.	Eng. Maram Al-Hijaj	Research Assistant at the School of Engineering
3.	Dr. Diala Hamaidi	Associate Professor in Early Childhood Education
4.	Dr. Yousef Arouri	Associate Professor in Early Childhood Education
Irbid National University		
5.	Prof. Ahmad Al-khasawneh	Professor of computer information systems
6.	Yanal Almohammad	Research Assistant
Mutah University		
7.	Prof. Omar Maaith	Professor
Al-Azhar University		
8.	Prof. Mohamed Farag	Professor at the Faculty of Science
Suez Canal University		
9.	Dr. Bassem Abdelghany	Assistant professor at the curriculum and teaching methodology department
10.	Prof. Nehal Lotfy	Professor at the Educational Psychology Department
Heliopolis University		
11.	Dr. Omar Ramzy	Dean of the Faculty of Business and Economics
12.	Mr. Ahmed Sameh	Teaching Assistant
Palestine Technical University - Kadoorie		
13.	Dr. Mahmoud Jazzar	Professor at the Information Technology Faculty
Palestine Technical College -Deir Elbalah		
14.	Dr. Ezzeldin Edwan	Head of Scientific Research Department
Al-Istiqlal University		

15.	Dr. Fouzia Marmash	Professor at the Department of Psychology
16.	Dr. Ibrahim Sholi	Assistant Professor of Information System
Frederick University		
17.	Prof. Vasileios Makrakis	Professor at the School of Education and Social Sciences
University of Bucharest		
18.	Dr. Anisoara Dumitrache	Lecturer at the Faculty of Psychology and Educational Sciences
Polytechnic Institute of Porto		
19.	Prof. Ana Barata	Professor at IPP-ISEP
University of Padova		
20.	Prof. Marco Pavin	Professor at UniPd
21.	Prof. Michele Biasutti	Professor at FISPPA Department
22.	Dr. Eleonora Concina	Researcher at UNIPD

Minutes of the Meeting

The 20th online management meeting was held on 15th of May 2025, at 3:00 PM (Amman Time) and it was conducted via Zoom video conferencing.

Work Package 1

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP1: Project Coordination [M1-M36]	**Task 1.1:** Kick-off Meeting	UJ	-	All
	Task 1.2: Steering Committee			
	Task 1.3: Biannual progress reports			
	Task 1.4: Operational Staff (Financial Management)			

1. Management meeting in Nicosia is set to be on 17-18 Sep 2025.
2. Partners need to fill the information for the participants in the meeting here: https://docs.google.com/spreadsheets/d/1vOxIn9RTC-Uq-GDYRZCDDrFFsnKaIShMmNre7lwsdxw/edit?gid=0#gid=0
3. Final Conference date was set to be 4-6 Dec 2025.
4. Updated financial statements are missing from PTC, AZHU, SCU, UB, FredU, UniPd, IPP.
5. All WP leaders sent their progress reports but WP6 leader need to update their template.
6. Tasks for this WP are:

Task	Responsibility	Due Date
Upload financial statements	All partners	20th June 2025
Filling the names of the participants in the Cyprus management meeting	All partners	20th June 2025

Work Package 2

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co- Coordinator	partners involved
WP2: Preparation [M2-M7]	**Task 2.1:** In-depth Survey on State Of art of ICT in ECE. (Curriculum Verification).	PTUK	INU, MU, FredU, SCU	All
	Task 2.2: In-depth Survey on Teachers and Students Digital Competences			
	Task 2.3: In-depth Survey on available facilities and resources at EC departments			

	Task 2.4: Analysis of surveys' results and elaboration of final Reports			

- Feedback was received from the journal for revision and Prof. Mahmoud Jazzar and Prof. Michele updated it and they will send it for final submission.

Work Package 3

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co- Coordinator	partners involved
WP3: Curricula Development [M7-M36]	**Task 3.1:** Definitions and Selection of Courses to be designed / Updated.	UB	INU, PASS, SCU	All
	Task 3.2: Design of new courses and restructuring of existing courses.			
	Task 3.3: Regional Workshop on Curricula Development			
	Task 3.4: Accreditation of the courses into study plan.			
	Task 3.5: Implementation of the courses into Curricula.			

- Regarding the translation of the new courses:
  - MU, AZHU, PTUK, PTC still haven't uploaded their topics.
  - One topic is missing for UJ.
- Dr. Anisoara will send reports for the analysis of the surveys which were completed so far
- Dr. Anisoara will send the course end survey for students
- Teachers surveys will stay open
- SEN Course:
  - HU sent the implementation plan
  - SCU&AZHU are implementing it right now and will send an internal accreditation letter.
  - UJ: will send the plan soon.

Task	Responsibility/Comments	Due Date
Translating the online courses	**Course #1:** -MU: Topic 1, 2, 3, 4, 5 not uploaded on e-learning	June 20, 2025

	Course #2: -UJ: Topic 1 H5P content and Forums are not translated **Course #3:** -PTC: Topic 2 H5P content is not translated and the English versions need to be deleted -AZHU: Topic 3, 4, 8 translated powerpoint was sent by email and not uploaded on the e-learning website. H5P content not translated.	

Work Package 4

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP4: Capacity Building and Training Workshops (Teacher/Technician Staff and Students) [M12-M36]	**Task 4.1:** Elaboration of Capacity Building Plan and Selection Criteria.	IPP	HU, PTC, MU	All
	Task 4.2: Academic and Technician Visits to EU Partners			
	Task 4.3: Students Visits to EU Partners			
	Task 4.4: Academic workshops for transferring knowhow and skills			

- Regarding the EU partner visits; Oct 2025 was suggested as a date for the Egypt visit.
  - Egypt visit suggested date: oct 2025
- Dr. Ana will send emails for missing reports.

Work Package 5

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP5: Development of the ICT Lab to	**Task 5.1:** Final List of Equipment	FredU	AZHU, PASS, UJ	All

Support the New Curriculum [M12-M24]	**Task 5.2:** Purchase, installation of equipment and Lab operation			

- Prof. Makrakis will develop a questionnaire for the lab use.

Work Package 6

Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP6: Quality Control and Monitoring [M2-M36]	**Task 6.1:** Quality Committee	UniPd	UJ, HU, PTC	All
	Task 6.2: Quality and Monitoring Plan			
	Task 6.3: Quality and Monitoring Reports			
	Task 6.4: External Evaluation			

- Prof. Michele is in contact with the external evaluators regarding the 2nd external evaluation report.

Work Package 7

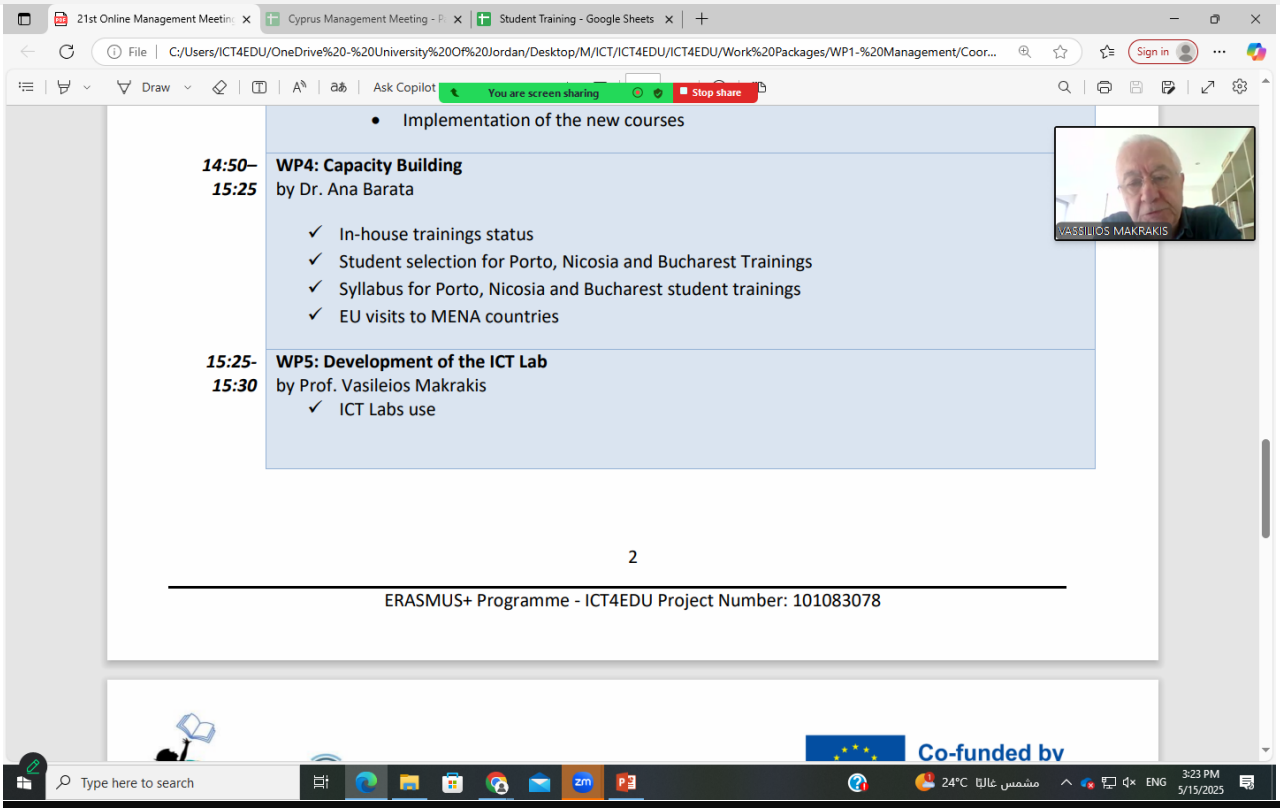
Title [Duration]	Major Activities	Coordination		
		Coordinator	Co-Coordinator	partners involved
WP7: Dissemination and Exploitation [M1-M36]	**Task 7.1:** Dissemination Committee and Dissemination plan	AZHU	PTUK, INU, UB	All
	Task 7.2: Project Website			
	Task 7.3: Promotional Materials and Dissemination days			

	Task 7.4: E-Learning platform			
	Task 7.5: Final Conference			

- Prof. Mohamad will send the draft sustainability plan.

❖ **Next meeting:** 19 June 2025 @ 4PM Amman time/ 3PM CET.

Photos


21st Online Management Meeting
Cyprus Management Meeting
Student Training - Google Sheets
You are screen sharing
Stop share
• Implementation of the new courses
14:50–15:25 WP4: Capacity Building
by Dr. Ana Barata
✓ In-house trainings status
✓ Student selection for Porto, Nicosia and Bucharest Trainings
✓ Syllabus for Porto, Nicosia and Bucharest student trainings
✓ EU visits to MENA countries
15:25-15:30 WP5: Development of the ICT Lab
by Prof. Vasileios Makrakis
✓ ICT Labs use
VASSILIOS MAKRAKIS
2
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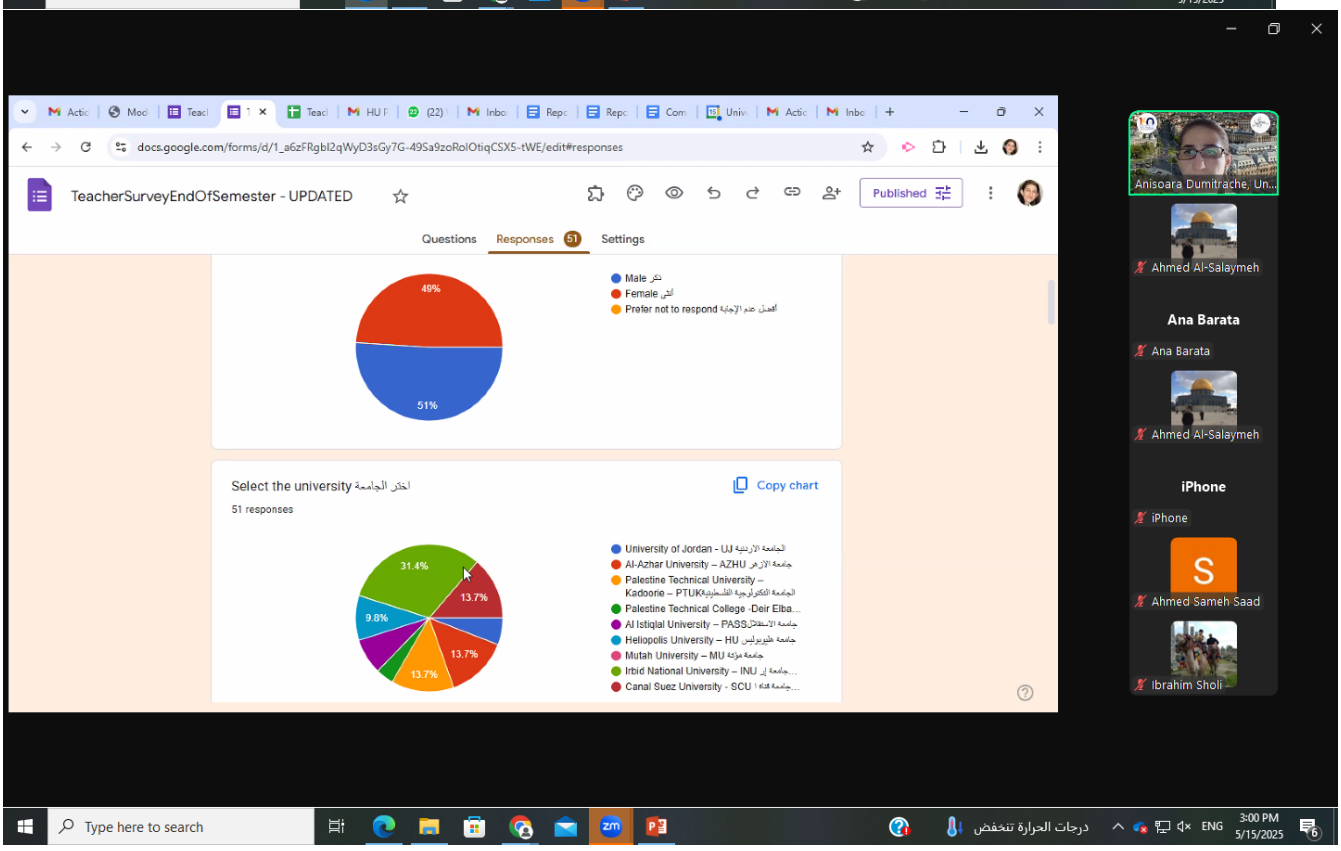
TeacherSurveyEndOfSemester - UPDATED
Published
Questions
Responses 51
Settings
49%
51%
Male ذكر
Female أنثى
Prefer not to respond أفضل عدم الإجابة
Select the university اختر الجامعة
51 responses
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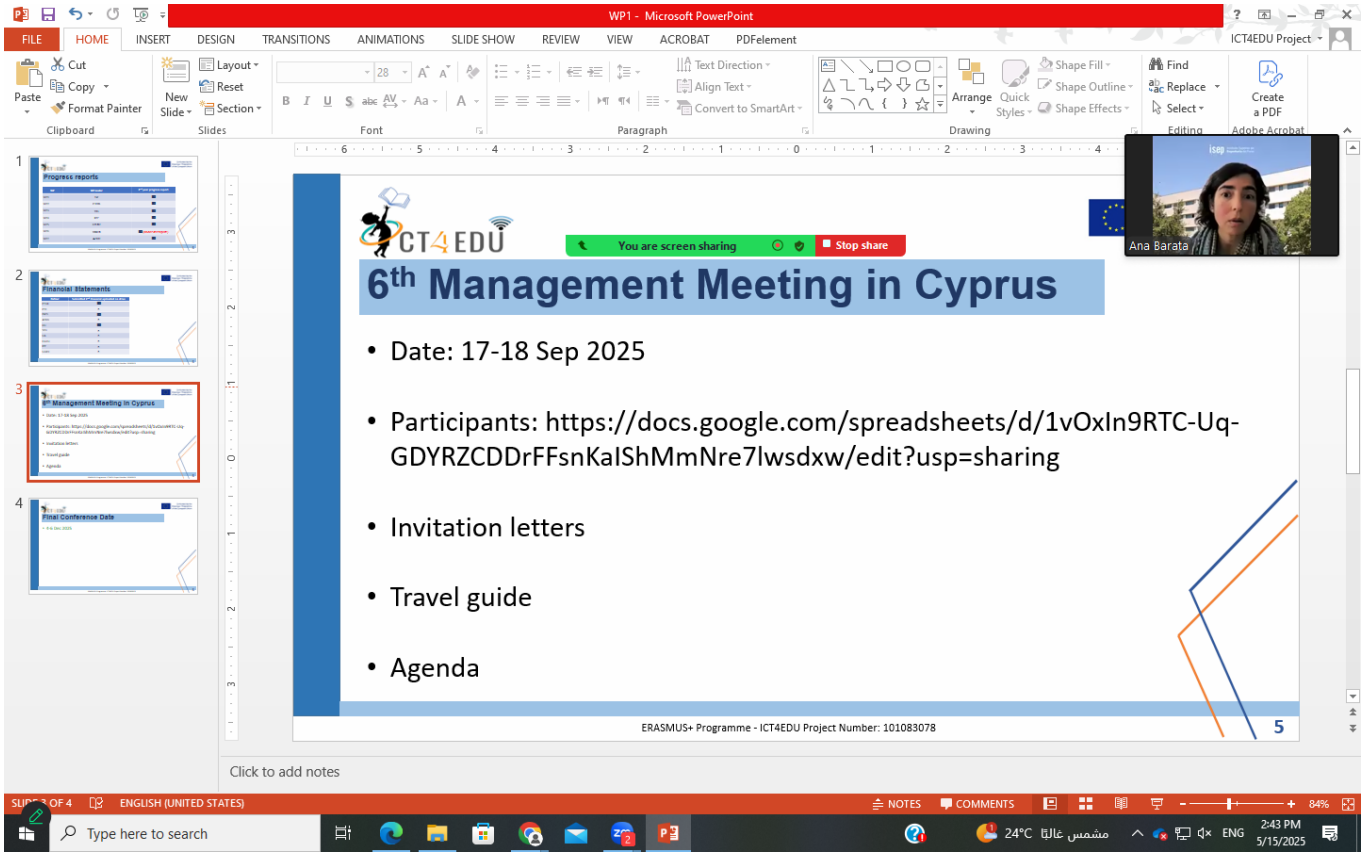
University of Jordan - UJ الجامعة الأردنية
Al-Azhar University – AZHU جامعة الأزهر
Palestine Technical University – Kadoorie – PTUK
Palestine Technical College -Deir Elba...
Al Istiqlal University – PASS
Heliopolis University – HU
Mutah University – MU جامعة مؤتة
Irbid National University – INU
Canal Suez University - SCU
Anisoara Dumitrache, Un...
Ahmed Al-Salaymeh
Ana Barata
Ana Barata
Ahmed Al-Salaymeh
iPhone
iPhone
Ahmed Sameh Saad
Ibrahim Sholi


WP1 - Microsoft PowerPoint
You are screen sharing
Stop share
Ana Barata
6th Management Meeting in Cyprus
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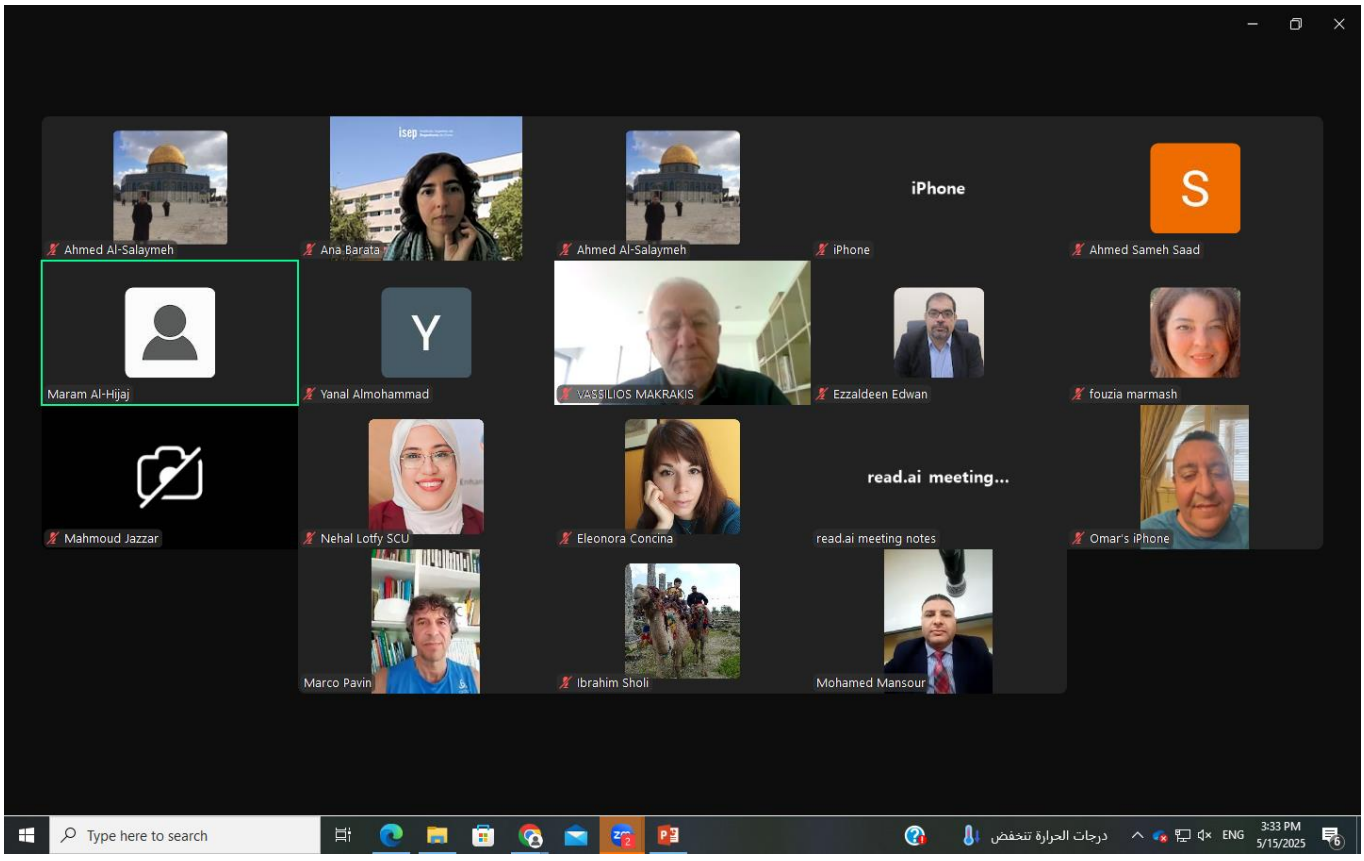
• Participants: https://docs.google.com/spreadsheets/d/1vOxIn9RTC-Uq-GDYRZCDDrFFsnKaIShMmNre7lwsdxw/edit?usp=sharing
• Invitation letters
• Travel guide
• Agenda
ERASMUS+ Programme - ICT4EDU Project Number: 101083078
5
Click to add notes


Ahmed Al-Salaymeh
Ana Barata
Ahmed Al-Salaymeh
iPhone
Ahmed Sameh Saad
Maram Al-Hijaj
Yanal Almohammad
VASSILIOS MAKRAKIS
Ezzaldeen Edwan
fouzia marmash
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