

**ERASMUS+ PROGRAMME**  
**Project Number: 101083078**

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

**Minutes of Meeting**  
**15<sup>th</sup> Online Management Meeting**

**9<sup>h</sup> October, 2024**

#### 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:

|                     |   |
|---------------------|---|
| Project Coordinator | Prof. Ahmed Al-Salaymeh   |
| Address             | School of Engineering<br>The University of Jordan<br>Amman 11942 Jordan                                 |
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| Project Website     | <a href="https://sites.ju.edu.jo/en/ict4edu/Home.aspx">https://sites.ju.edu.jo/en/ict4edu/Home.aspx</a> |

#### About the Meeting:

|                    |                           |
|--------------------|---------------------------|
| Type of meeting    | Online Management Meeting |
| Meeting no.        | 15                        |
| Date               | 09/10/2024                |
| 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   |
|--|-------------------------|--|
| <b>The University of Jordan</b>                  |                         |  |
| 1.   | Prof. Ahmed Al-Salaymeh | ICT4EDU General Project Coordinator                      |
| 2.   | Dr. Diala Hamaidi       | Associate Professor in Early Childhood Education         |
| 3.   | Dr. Yousef Arouri       | Associate Professor in Educational Learning Technologies |
| 4.   | Eng. Maram Al-Hijaj     | Research Assistant at the School of Engineering          |
| <b>Irbid National University</b>                 |                         |  |
|  |                         |  |
| <b>Mutah University</b>                          |                         |  |
| 5.   | Prof. Nidal Dmour       | Professor  |
| <b>Al-Azhar University</b>                       |                         |  |
| 6.   | Prof. Mohamed Farag     | Professor at the Faculty of Science                      |
| <b>Suez Canal University</b>                     |                         |  |
|  |                         |  |
| <b>Heliopolis University</b>                     |                         |  |
| 7.   | Dr. Omar Ramzy          | Dean of the Faculty of Business and Economics            |
| 8.   | Mr. Ahmed Sameh         | Teaching Assistant                                       |
| <b>Palestine Technical University - Kadoorie</b> |                         |  |
| 9.   | Dr. Mahmoud Jazzar      | Professor at the Information Technology Faculty          |
| <b>Palestine Technical College -Deir Elbalah</b> |                         |  |
| 10.  | Dr. Ezzeldin Edwan      | Head of Scientific Research Department                   |
| <b>Al-Istiqlal University</b>                    |                         |  |
| 11.  | Dr. Fouzia Marmash      | Professor at the Department of Psychology                |
| <b>Frederick University</b>                      |                         |  |

|                                       |                         |  |
|---------------------------------------|-------------------------|--|
|                                       |                         |  |
| <b>University of Bucharest</b>        |                         |  |
| 12.                                   | Dr. Anisoara Dumitrache | Lecturer at the Faculty of Psychology and Educational Sciences |
| 13.                                   | Dr. Andreea Visan       | Technician   |
| <b>Polytechnic Institute of Porto</b> |                         |  |
| 14.                                   | Dr. Ana Barata          | Professor at IPP-ISEP  |
| <b>University of Padova</b>           |                         |  |
| 15.                                   | Prof. Marco Pavin       | Professor at UniPd   |
| 16.                                   | Prof. Michele Biasutti  | Professor at FISPPA Department                                 |

## Minutes of the Meeting

The 14<sup>th</sup> online management meeting was held on 26<sup>th</sup> of August 2024, at 12:00 PM (Amman Time) and it was conducted via Zoom video conferencing.

### Work Package 1

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

- The intermediate report was submitted and is being reviewed by the EU.
- The process of transferring the 2<sup>nd</sup> instalment of budget was started as a request was submitted to the financial department at UJ.
- Partners who did not send the 3<sup>rd</sup> progress report in the right template need to send it ASAP (you can use the information which was provided in the intermediate report template to do this) [IPP, FredU, UNIPD].

| Task   | Responsibility | Due Date         |
|--|----------------|------------------|
| 3 <sup>rd</sup> Progress Reports<br>(by IPP, FredU, UNIPD) | WP leaders     | 11 November 2024 |

### Work Package 2

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

|  |  |  |  |  |
|--|--|--|--|--|
|  | <b>Task 2.4:</b> Analysis of surveys' results and elaboration of final Reports |  |  |  |
|--|--|--|--|--|

- The research paper was submitted to a journal but it was rejected and Prof. Michele is currently working on finding another journal.

| Task   | Responsibility | Due Date         |
|--|----------------|------------------|
| Suggesting a journal to send the research paper to | Prof. Michele  | 11 November 2024 |

### Work Package 3

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

- The study plan and syllabi deliverable was requested to be reviewed by the EU and Dr. Anisoara will update it based on the officer's comments.
- Dr. Anisoara shared some comments about the uploaded courses on e-learning which were shared previously with partners but are still unsolved.
- Dr. Anisoara will send updated feedback to enhance the homogeneity and quality of the uploaded content to the coordinator.
- The coordinator will communicate these comments to the partners with deadlines to finalize them.
- The steering committee has taken a decision that if a partner does not complete these tasks on time, the tasks will be reassigned to another partner, and the associated budget will be reallocated accordingly.
- The accreditation report was submitted but accreditation letters are still missing from SCU.
- Regarding the implementation in the first semester of 2024/2025, a table will be circulated to partners to provide us with updated information about the courses which will be given in this semester.

| Task   | Responsibility | Due Date                       |
|--|----------------|--------------------------------|
| Finalizing the uploaded content on e-learning                                | All partners   | Was communicated by email      |
| Sending missing accreditation letter<br>By SCU                               | All partners   | <b><u>11 November 2024</u></b> |
| Providing data about ict4edu courses which will be implemented this semester | All partners   | Was communicated by email      |

## Work Package 4

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

- Following the ToT in Porto:
  - Partners need to send the selection of participants report.
  - Partners need to have their in-house training where each participant will train 10 teachers and produce a report about it.
  - Students training:

| Student Training | Date and Location (EU partner) | Subject              |
|------------------|--------------------------------|----------------------|
| In Padova, Italy | 10th to 21st of Feb. 2025      | <i>To be defined</i> |



|                       |  |                      |
|-----------------------|--|----------------------|
| In Nicosia, Cyprus    | <b>May 2025</b> (precise date to be confirmed)           | <i>To be defined</i> |
| In Porto, Portugal    | <b>15th to 26th September 2025</b>                       | <i>To be defined</i> |
| In Bucharest, Romania | <b>6<sup>th</sup> to 17<sup>th</sup> of October 2025</b> | <i>To be defined</i> |

- The invitation letters and syllabus of Nicosia ToT were sent by Prof. Makrakis.
- Remaining tasks:

| Task  | Responsibility                       | Deadline         |
|---|--------------------------------------|------------------|
| Missing Selection of participants reports for Porto ToT | MU: Porto and Padova<br>SCU: Nicosia | 10 November 2024 |
| Porto In-house training reports                         | SCU                                  | 10 November 2024 |
| Padova In-house training reports                        | All partners except AZHU and MU      | 14 November 2024 |

## Work Package 5

| Title<br>[Duration]  | Major Activities   | Coordination |                |                   |
|--|--|--------------|----------------|-------------------|
|  |  | Coordinator  | Co-Coordinator | partners involved |
| WP5:<br>Development of the ICT Lab to Support the New Curriculum [M12-M24] | <b>Task 5.1:</b> Final List of Equipment                               | FredU        | AZHU, PASS, UJ | All               |
|  | <b>Task 5.2:</b> Purchase, installation of equipment and Lab operation |              |                |                   |

- Partners need to buy signs and open their labs and prepare a report about it.

| Task   | Responsibility | Deadline         |
|--|----------------|------------------|
| Official lab inauguration reports<br>Missing from:                 | MU, SCU, PTC   | 14 November 2024 |
| Report for “Purchase, installation of equipment and Lab operation” | FredU          | Dec 2024         |

## Work Package 6

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

- Upcoming tasks:

| Task                                   | Responsibility | Deadline |
|--|----------------|----------|
| 2 <sup>nd</sup> annual quality reports | UNIPD          | Dec 2024 |

## Work Package 7

| Title<br>[Duration]                             | Major Activities  | Coordination |                |                   |
|---|---|--------------|----------------|-------------------|
|   |   | Coordinator  | Co-Coordinator | partners involved |
| WP7: Dissemination and Exploitation<br>[M1-M36] | <b>Task 7.1:</b> Dissemination Committee and Dissemination plan | AZHU         | PTUK, INU, UB  | All               |
|   | <b>Task 7.2:</b> Project Website                                |              |                |                   |
|   | <b>Task 7.3:</b> Promotional Materials and Dissemination days   |              |                |                   |
|   | <b>Task 7.4:</b> E-Learning platform                            |              |                |                   |
|   | <b>Task 7.5:</b> Final Conference                               |              |                |                   |

- Only MU hasn't sent dissemination activities reports.

| Task  | Responsibility | Deadline |
|---|----------------|----------|
| 2 <sup>nd</sup> year dissemination events reports | All partners   | Dec 2024 |
| 4 <sup>th</sup> issue of the newsletter           | AZHU           | Dec 2024 |

- ❖ **Next Meeting:** 7 Nov 2024 @ 2 PM Amman Time, 12 PM CET.

## Photos

15th Online Management Meeting

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**11:50-12:00 Registration**

**12:00-12:05 Welcoming Speech, by:**  
**Prof. Ahmed Al-Salaymeh, General Project Coordinator at the University of Jordan.**

**Remaining tasks Discussion**  
**Moderator of the sessions Eng. Maram Al-Hijaj**

**12:00-12:10 WP1: Project Coordination**  
by Prof. Ahmed Al-Salaymeh, UJ

- ✓ Progress reports
- ✓ 2<sup>nd</sup> Instalment

**12:10-12:15 WP2: Preparation**  
by Prof. Mahmoud Jazzar, PTUK

- Research Paper

**12:15-12:45 WP3: Curricula Development**  
by Dr. Anisoara Dumitrache

- Updated and New Courses & E-learning Status
- Implementation of updated and new courses

Ahmed Al-Salaymeh

Maram Al-Hijaj

Ahmed Al-Salaymeh

Yousef Arouri

Mahmoud Jazzar

Mahmoud Jazzar


Inbox (549) - aniso... | Teams and Chan... | Peda\_Lpdf | (6) WhatsApp | Post Attendee - Z... | Course: Creating...


elearning-ict4edu.ju.edu.jo/course/view.php?id=7

**Ch. 2. Digital tools for Early Childhood Education**


Explore digital tools that enable children to monitor and collect data on environmental factors, fostering a hands-on approach to understanding sustainability.

Below, you can lecture the content:

As pdf file, downloadable here 

As PowerPoint file, downloadable here. 

For the full interactive experience, we recommend you to access the built in resource, below.

 H5P  
Ch. 2. Digital tools for Early Childhood Education Mark as done

**Ch 3. Creating Digital Educational Resources**

Lect. univ dr. Anisoara D...

Ahmed Al-Salaymeh

Ana Barata

Ana Barata

Prof Biasutti

Prof Biasutti

Nidal Al-Dmour...

Nidal Al-Dmour/Muta...

Omar Ramzy

Omar Ramzy

Ezzaldeen Edwan

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**12:10-12:15 WP2: Preparation**  
by Prof. Mahmoud Jazzar, PTUK

- Research Paper

**12:15-12:45 WP3: Curricula Development**  
by Dr. Anisoara Dumitrache

- Updated and New Courses & E-learning Status
- Implementation of updated and new courses
- Missing accreditation letters

**12:45-13:15 WP4: Capacity Building**  
by Dr. Ana Barata

- ✓ November ToT in Nicosia (Syllabus, Selection of Participants, Invitation Letters, Travel guide, etc.)
- ✓ December ToT in Bucharest
- ✓ Selection of participants reports for past and upcoming ToT
- ✓ In-house trainings for Porto and Padova ToTs
- ✓ Student trainings

Lect. univ.dr. Anisoara Dumitrache

Omar Ramzy

Ahmed Al-Salaymeh

Marco Pavin

Ahmed Sameh Saad

Ana Barata

Lect. univ.dr. Ani...

Prof Biasutti

Ahmed Al-Salaymeh

Ana Barata

Lect. univ.dr. Anisoara Dumitrache

Prof Biasutti

Ezzaldeen Edwan

Maram Al-Hijaj

Fouzia Marmash

Andreea Visan

Prof. Mohamed...

Prof. Diala Hama...

Prof. Mohamed Farag

Prof. Diala Hamaidi

Yousef Aroui