



# MATHDebate

Ref. number:2016-1-MK01-KA201-021659

Work plan

Roles and  
Responsibilities



Национална агенција  
за европски образовни  
програми и мобилност

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# Project stages

**Project starts**  
**01.12.2016**

**Implementation**

*Keep track of activities and expenses in Mobility Tool*

**Project ends**  
**30.11.2018**

- Implement the activities,
- report in the Mobility tool,
- monitored by NA,
- spread results during project

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# FINAL REPORT

- Via Mobility Tool+

**Purpose:** To demonstrate that the activities of the project have been carried out as described in the application and in accordance with the agreement.

- Evaluated by 1 NA officer and 1 external expert on a scale of 0-100 points
- Reports receiving 50 points or less will lead to a budget reduction
- **Responsibilities:**
  - Coordinator is responsible for submission
  - Partners shall submit necessary data and documentation to coordinator in due time

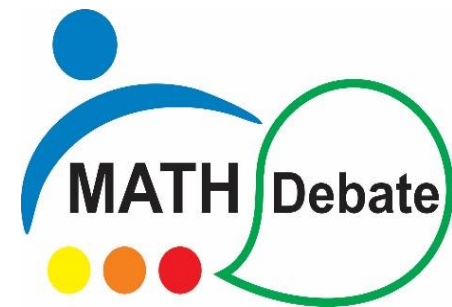
# RESPONSIBILITIES

## • Coordinator

- Budget control
- Monitor that the project is implemented
- Intermediary for all communication with the NA
- Supply all documents and information to the NA
- Report in Mobility tool+
- Request for changes
- Final responsibility - submit the Final report

## Partners

- Jointly responsible for carrying out the project and the activities within
- Deliver outputs
- Inform the coordinator immediately of changes and delays
- Submit the data, information, documentation and products



# MATHDebate TIME-TABLE

- WORKPACKAGES
  - 8 work packages
- STAGES
  - Management
  - Implementation
  - Dissemination
  - Quality plan
  - Exploitation
- MONTHS
  - 24

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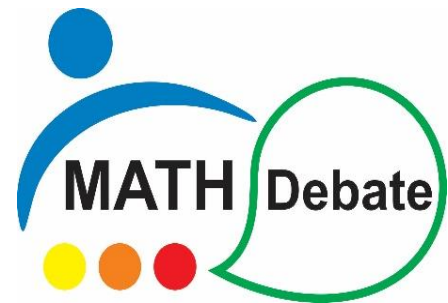


# WORK PACKAGE 1

- **MANAGEMENT**

*December 2016 – November 2018*

- Plan the activities
- Form working groups
- Assign responsibilities
- Communicate with partners
- Organize meetings
- Prepare agendas
- Prepare minutes
- Contact the NA
- Collect reports from partners
- Submit reports in Mobility Tool+



# WORK PACKAGE 2 (IO-1)

## Collection of related good practices in Europe and beyond

*December 2016 – April 2017*

- make a survey of math teaching methodology and other activities involving math
- collect good practices in each school participant in the project
- specify the new technologies and the methodologies in use
- do research, collect best practices in and outside Europe
- realise the partial report at national level (MK, BG, RO, CY);
- preparing Analysis and e-publication

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# WORK PACKAGE 2 (IO-1)

## Collection of related good practices in Europe and beyond

*December 2016 – April 2016*

- All partners included
- Leader WP2 – Limonka Koceva Lazarova - GDU
- 5, 10 or 15 working days (researcher and technician) per partner
- Time-sheets to be sent
- WK Package 2 Report to be submitted

## WORK PACKAGE 3 (IO-2)

- **Development of the MATHDebate method and an interactive e-platform**

*February 2017 – Mart 2018*

- identify students' needs
- choose contents relevant to the curricula
- mentor the students for Math Debate
- create more complex mathematical themes and problems for debate
- discuss the design of the e-platform
- Create and test e-platform
- All partners included
- Leader's WP3 - Biljana Jolevska-Tuneska /Zoran Trifunov – SIM Skopje
- 20 + 30 + 3x15 +5 working days
- Time-sheets to be sent
- submit WK Package 3 Report

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# WORK PACKAGE 4 (IO-3)

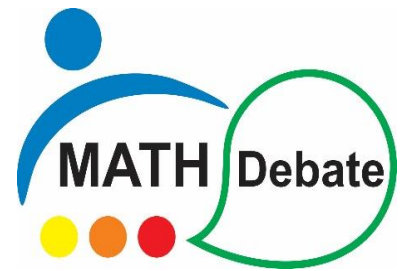
## *Development of Design of Guidelines and Guidebook of MATHDebate method*

*June 2017 – May 2018*

- develop guidelines
- elaborate the methodology
- Preparing e- guidebook for MATHDebate method
- choose the digital resources
- update the e- platform
- All partners included
- Leader WP4 – Gregoris Makrides/ - CyMS
- 20 + 20 + 3x10 +30 working days
- Time-sheets to be sent
- submit WK Package 4 Report

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# WORK PACKAGE 5 (IO-5)

*Development of training course for teachers for using the MATHDebate method*

*Mart 2018 – October 2018*

- adapt the contents to develop a structured course of using the MATHDebate method;
- define the learning objectives
- prepare for EU and national accreditation of training courses for teachers for using the MATHDebate method
- Registration the course
  
- Partners included – All
- Leader WP5 - Limonka Koceva Lazarova/ Marija Miteva – GDU
- 2x20 + 5x10 working days
- Time-sheets to be sent
- submit WK Package 5 Report

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# WORK PACKAGE 6 (IO-4)

## *Evaluation and reports for MATHDebate method (Quality Assurance and Control Quality Management)*

- **Planning, evaluation and testing reports**

*December 2016 – November 2018*

- plan for quality assurance
- instruments for evaluation of
  - meetings
  - outputs
  - debates
  - Promotion Activities
  - Provide testing instruments for evaluation and self-evaluation to measure students achievements.
- submission of report

- **Partners included – All**

- **Leader WP6 – Marija Miteva – GDU/Anton Stoilov – SWU**

- **submit WK Package 6 Report**



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# WORK PACKAGE 7

## Dissemination, *monitoring and promotion of project activities*

*January 2017 – November 2018*

- create YouTube channel
- create social network
- upgrade and maintain the e-platform
- provide on-line support
- translate the documents
- test the effectiveness of the interactive e-platform
- plan and organize the mathematical debates
- provide instruments and analyse

# WORK PACKAGE 7

## Dissemination, *monitoring and promotion of project activities*

*January 2017 – November 2018*

- develop a dissemination plan
  - create promotional material
  - upload events on the social network
  - presentations on conferences
  - press releases
  - promote the course
- 
- Partners included – All
  - Leader WP7- Marija Miteva - GDU
  - submit WK Package 7 Report

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# WORK PACKAGE 8

- **EXPLOITATION PLAN**  
*April 2017 – November 2018*
  - use of the method
  - creation of the course
  - visits to the website
  - visits to the YouTube channel
  - visits to the social network
  - meetings with other teachers
  - sustainability
- Partners included – All
- Leader WP 8 – Anton Stoilov-SWU / Dobrila Gorgon-Lj.Lape
- submit WK Package 8 Report