

Leonardo da Vinci ILTOF Project
Minutes of the Fifth Meeting – October 15, 2008

NH Laguna Palace Hotel
Venice Mestre, Italy

List of participants: A. Carpinteri, M. Paggi (POLITO); M. Konsta-Gdoutos, D. Prokopidou (LAM DUT); G. Zavarise (ESIS); I. Rokach (KUT); G. Borzi (TCN); M. Gorol (MESco); H. Oka (FIGES); G. Bitsch (ITWM); T. Morris, J. Davenport (NAFEMS).

9:00 Opening

- (1) **G. Borzi** – Welcome to the Participants and brief presentation of TCN (see Annex A).
- (2) **M. Paggi** distributes to the Partners the declarations of receipt of the bank transfers from POLITO, as a second allotment for the project ILTOF.
Remark: each Partner must return its declaration duly signed in to Dr. F. Voci within the end of November by e-mail as a PDF file or by fax.
- (3) **A. Carpinteri** – Brief overview on the progress of the ILTOF Project (see Annex B).
- (4) **Work Package 1:** Coordination.
A. Carpinteri – Brief discussion on the coordination activities, no particular remarks.
- (5) **Work Package 5:** Products testing.
G. Borzi – Brief overview of the documents released by TCN:
 - (i) the online evaluation questionnaire (see Annex C);
 - (ii) the instructions for carrying out the testing activity transmitted to all the Partners (see Annex D).**M. Gorol** – Status update of the testing activity carried out by MESco (see Annex E). Both on-line and paper version questionnaires (translated in Polish) have been used. The collected data in the paper version questionnaires will be uploaded on the ILTOF web-site by MESco for subsequent data processing.

I. Rokach – Status update of the production activity by KUT. A textbook written in Polish has been released, peer-reviewed and tested. It will be published at the end of November and one copy will be transmitted to Dr. M. Paggi. A brief account of the innovative didactic material and text-to-speech techniques used for the production of the ILTOF07 video-course is provided.

H. Oka – Status update of the testing activity. He reports some connection problems to the ILTOF web-site from the end-users that are involved in the testing activity.

M. Konsta – Status update of the production activity of LAMDUT.

ACTIONS:

After a debate, the following actions/suggestions are proposed:

- TCN may experiment the use of the Adobe Flash video players, in parallel with the currently used player "Videolan", to overcome the requirement of software installation on the client, especially for learners in Companies that may be bound to internal company policies preventing software installation.
- TCN may purchase an updated release of Camtasia Studio in order to enhance the compatibility with the media produced by the Partners.
- TCN may explore the viability of a license purchase of "electronic voices" from Loquendo or similar companies, in order to support the ILTOF outcomes after the end of the project.
- TCN may upgrade the web server of the project.
- All the Partners are invited to send a reminder to all the contacted end-users, asking them to fill in the on-line evaluation questionnaire.

(6) **Work Package 6:** Evaluation and tuning.

G. Btsch – Report on the preliminary results of the evaluation and tuning activities (see Annex F).

ACTIONS:

Updated statistics will be prepared by ITWM within the end of October and transmitted to Dr. M. Paggi.

(7) **Work Package 7:** Dissemination.

M. Paggi – Presentation of the statistics of access to the ILTOF web-site and to the ILTOF01 video-course (see Annex G).

After a general debate on these encouraging results, a long-term dissemination strategy is planned.

ACTIONS:

- In order to continue the dissemination activity and to increase the long-term visibility of the video-courses, a web-page with direct link to the video-courses will be integrated into the existing ESIS web-site.
- Advertisement of the Project results will be carried out by FIGES and NAFEMS until the end of November. The results of this activity will be transmitted to Dr. M. Paggi.
- The ILTOF web-site will be updated after the end of the Project by TCN, whenever new didactic and research material from the University Partners is available. Advertisement through direct mailing to the main thematic associations will be carried out, in particular to the ESIS members.

17:00 Closure of the meeting

The minutes are approved by all the Partners at the end of the Meeting.



Prof. Alberto Carpinteri, Project Coordinator

Enclosures: Annexes A, B, C, D, E, F, G.