

How to register your eTwinning project!



Create a project

- The registration of a new project is completed by the 2 project founders.
- After the approval of the project more project partners can be added.

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- When you want to create a new project one of the two founders needs to submit the key elements of the project.
- After this procedure the other project will have
- to finalise the process by giving his/her approval
- The application process consists of 4 steps!

Step 1

- First step is to select your school.
- You can select only one school, even if you have more than one in your list.
- This choice can't be changed afterwards.

Step 2

- You can select one of your contacts to be the other project founder.

Step 3

- You need to provide the key elements of your project.
- These elements can be modified after the project has been approved but it is advisable to fill in the elements as completely as possible from the very beginning.

- Apart from the Project Title and a Short Description for it, you have to also tick the working Language(s) used in this project, select the Age Range of the pupils, the Subjects in which the project will take place as well as the Tools that will be used.

AIMS

Try to be specific, particularly in terms of competences and skills you hope your pupils will gain through this project. Refrain from stating too abstract concepts such as "European Dimension of education" or "Intercultural communication".

WORK PROCESS

State how you intend to work with your partner schools and how responsibilities are shared. Give an approximate calendar of activities, state how frequently you will work with your partner; indicate how you intend to involve your pupils; if you intend to create teams of pupils of different schools, and other relevant information.

EXPECTED RESULTS

Indicate here if you are planning a final product such a public Twinspace or other resources. You might envisage instead the improvement of a school practice, or new knowledge.

PROJECT KIT

Is your project based on an [eTwinning Project Kit](#)?

No

Yes

A taste of my life

A description of the Aims, the Work Process and the Expected Results is also needed.

Project partners can also agree on selecting a project kit to be the basis or inspiration for the project.

Step 4

CREATE A NEW PROJECT

CHANGE

SUBMIT

1

Select school

2

Select partner

3

Project description

4

Preview

The filled in data can be previewed and adapted if necessary before being submitted

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The second Founder of the Project will receive a notification he/she needs to accept.

From then the project will have a PENDING status until it is reviewed by the National Support Services.

When the project is approved it will become active and the Project Founders will have access to the project Twinspace.

Well done!!!

- Once your project is approved, it will appear in your active projects list.
- Then you will have the option to add more partners to it.

- Now it's time to register your projects!
- Once you have submitted your project, fill in all the necessary information in the following link:

<http://bit.ly/2n16FPi>