

# **Minutes – Erasmus NanoEI**

**25-27 June 2018**  
**USN campus Vestfold, Norway**

## **Monday 25, June 2018**

- 10h00-10h20      Welcome and opening the meeting (dean/rector)
- 10h20-12h45      Results of the interim report. Status of financial reporting, VAT exemption documents, purchase of equipment (Slavka)

### **Lunch**

- 14h30-17h30      Peer review of e-learning courses (All)

## **Tuesday 26, June 2018**

- 09h00-12h45      Training workshop for developing e-learning courses by Jack Barokas.

### **Lunch**

- 14h30-17h30      Training on Moodle environment and creation of videos with presentations (Jack Barokas)

## **Wednesday 27, June 2018**

- 09h00-12h45      Training on Moodle environment and creation of videos with presentations (Jack Barokas)

### **Lunch**

- 14h30-17h00      Dissemination, Quality Assurance
- 17h00-17h30      ToDo list and planning of next meetings

### **Dinner**

**Opening words:** Prof. Parimal V Mandke, Maj Gen A K Singh (Retd) and Prof. Vijay V Mandke

Slavka Tzanova suggested starting the agenda in reverse order.

### **Status of financial reporting, VAT exemption documents, purchase of equipment.**

#### **Slavka Tzanova**

- The intermediate report is close.
- First issue – financial reporting.
- Staff cost is 40% of all reported costs.
- Timesheets completion and employment contracts translated in English.
- Subcontracting e.g. translation, no management can be subcontracted

#### **Slavka Tzanova –**

- Equipment purchase is a big problem, because no partner has bought anything yet.
- Equipment to be bought ASAP – computers, cameras, materials, books, licenses, etc.
- Report the full amount of money – actual costs.
- 20.03.2018 – deadline for partner reports.
- Payslips or payrolls are needed for the report.
- To prepare scanned set of documents in one file for each row in the excel table for the report, e.g. individual travel report + plane ticket + boarding passes + hotel invoice in one pdf file T.(institution abbreviation)no. Example: T.TUS1, T.TUS2 etc.
- The same for the staff costs: S.TUS1 with joint declaration, timesheet, payslip, employment contract. All documents translated in English, at least the key words.
- Do not send your internal reporting documents. Only the required in the project handbook.

### **Status of courses in Moodle**

#### **Jack Barokas**

##### **TAU**

Entrepreneurship – 60%

Fabrication methodologies for micro- mammo systems

Advanced Electronic devices – Additional course – will be ready by the end of 2018

Introduction to VLSI design

##### **TUS**

Nanomaterials - ready

Nanoelectronics for ICT – ready

Polito

Biosensors – 80%

Memristor technology 90%

Some presentation made with animations with the software Prezi

USN

MEMS Design – at the design stage

Blender and Vlcvtter for video-editing

Vohoscreen for screen capture

Bermer – for slides

Sensor Interface

**UM**

Nanomaterials and Nanomaterials – content and PPT ready, videos to be done

Materials Characterisation -50%

**UTAR**

Graphene nanoelectronics: from synthesis to device applications – content ready

Carbo nanotubes and Applications

**CTBU**

Bio-sensing Microsystem - 35% ready

Top-Down ASIC Design Flow

**BIU**

Advanced Nanoelectronic Devices 50%, screen capture with voice

Sensing at the nNnoscale 50%, vidercording to be done

**MU**

Raw materials for Nanobiostructures

Bioelectronics-Socioethical and Environmental Aspects

**NIIT**

Introduction to

Problems from 3 industrial partners

Nanotechnology for Solar Energy Utilization -

Chinese company Panopto offered their services to upload the videos of Chinese universities and to provide good quality

Functional nanostructures – 25%

NanoElectronics Materials – 80% contents

Rita Li, From Unit for Digitalisation and Education

ToDo

Feedback survey – Jack

File in Google.doc for the readiness of courses and the plan for the pilot test

### **Training on Moodle environment and creation of videos with presentations**

- Moodle is set up at TAU for the needs of the project.
- Commented on courses structure – outlook, etc.
- Uniqueness is not necessary.
- Example structure of a video course.
- Partners have username and password to access their courses.
- Special structure of MS Excel file regarding users.
- Anyone who wants to use video recordings should contact Jack Barokas.
- Suggested what software should be used.
- Suggested to invite associate partner universities in India to share course content.

**Slavka Tzanova** - The last should be possible only at the end of the project.

**Daniilo Demarchi** – It is good to have hot contacts after the end.

#### **Slavka Tzanova**

- Creating collaborative content in India is difficult and was underlined in Prof. Mandke's presentation at the opening of the meeting.
- There is a big competition in such big countries as China and India and it's not time to discuss it.
- The purpose of the project is to share among the project partners and no one else.
- Be careful with intellectual property rights. Third party contents should be given only as a reference by link

**Daniilo Demarchi** – Pictures and texts of third party can be used in password-protected courses. Partners can use each other's resources, just ask.

#### **Slavka Tzanova**

- Thinks that contents created by other people can be used in the teaching materials only with their agreement.

- Reminded that July is the deadline for the courses.
- Showed a presentation from Brussels about dissemination. The essence of which is: disseminate only the results not activities. She does not agree because it is important to have feedback on the activities in order to have better results and this is from the theory of educational sciences.
- Explanation of project results was given.
- Availability of local web pages and structure.

**Jack Barokas** will create You Tube and Facebook pages of the project.

Meeting with representatives of the business in India involved actively in the teaching process at NIIT.

#### **TODO list –**

- To send to All the docs for financial report - 23d Feb. Slavka:
  - Excel form for the interim report
  - Individual travel report
  - Joint declaration
  - Time-sheet
  - Examples
- Financial reports – 23d March
- Interim report – 23d March
- To collect documents for the tendering procedures for equipment suppliers at each university - 23d March
- Missing learning outcomes and syllabi - 3 March
- To send the Word file with the leaflet – 23d Feb. Slavka
- Leaflets in all partners' languages – 15 March
- Web pages in all partners' languages – 15 March
- To create dissemination materials in the social media – Jack and Hong Li - 15 March
- To develop the e-learning courses – 30 July
- To select the software for videoconferencing – Jack and Hong Li
- Next virtual meeting – 19<sup>th</sup> March, 9:00 Italy and Norway, 10:00 Israel and Bulgaria, 13:30 India, 16:00 Malaysia and China
- Next meeting: Vestfold, 25-27<sup>th</sup> June

**Next virtual meeting** – March 19, 2018, 9:00 CET

**Next meeting** - June 25-27, 2018 at University College of Southeast Norway, Norway