LEONARDO DA VINCI NATIONAL AGENCY /
Education, Audiovisual and Culture Executive Agency

LEONARDO DA VINCI PROGRAMME

Second phase: 2000-2006

Pilot projects (including Thematic actions), Language competencies, Transnational networks, Reference material
INTERIM REPORT

NB: *Please fill in the electronic (Web) version of the form at*
http://ec.europa.eu/education/programmes/leonardo/new/leonardo2/rapports/interim_en.html

Agreement number: SK		Contracting period: October 15, 2006 – October 14, 2008
Year: 1	Country: SK	Project duration: 24 (months)
Title: European Virtual Laboratory of Mathematics		
Contractor: Slovak University of Technology in Bratislava, Faculty of Mechanical Engineering		
Contractor's legal representative: doc. Ing Ľubomír Šooš, PhD., dean of the Faculty		
Period covered by the report	From: .15/10/2006 To: 14/10-/ 2007	
Contract amendments	Yes ☐ No ☐	

DECLARATION OF CONFORMITY

I, the undersigned, hereby declare that the attached information is accurate and in accordance with the facts. In particular the financial data provided in this report corresponds to the expenditure actually incurred by the project partners for carrying out project activities. This information has been approved by the authorities representing the partners involved in the activities set out in this Report.–arning

I hereby request a payment of EUR ………

....

(*Original signature of the person legally authorised to act on behalf of the contracting organisation and who signed the agreement*)

(*Original signature of the Scientific co-ordinator, for RF projects only*)
Name of Scientific Co-ordinator doc. RNDR. Daniela Velichová, PhD.

Name of contractor's legal representative:: doc. Ing Ľubomír Šooš, PhD. ……..………….…..…………….……

Position within the contracting organisation: dean of the Faculty….....…………………………..………….……

Place & Date: Bratislava, November 2007
          ……………………………………………………………......…….……………

Report to be returned to the following address:
Procedure B - *(Name and address of the National Agency)*

Procedure C -   Education, Audiovisual & Culture Executive Agency
                  Leonardo da Vinci Programme
                  Office BOUR
                  B-1049 Brussels, Belgium

A.   CONTRACTING ORGANISATION

Information to be checked and updated, if necessary.

Name of the organisation in national language *(full and abbreviated if applicable)*	Slovenská technická univerzita v Bratislave, Strojnícka fakulta
Name of the organisation in EN, FR or DE	Slovak University of Technology in Bratislava Faculty of Mechanical Engineering

Head Office

Street	Námestie slobody	
Number	17	
Post code	812 31	
Town/city	Bratislava	
Country	Slovakia	

Contact Person

Name	Mr☐ Ms **X**	Daniela Velichová
Position	associate professor	
Street	Námestie slobody	
Number	17	
Post code	812 31	
Town/city	Bratislava	
Country	Slovenská republika	
Telephone	++	4212 / 5729 6115
Fax	++	4212/ 5292 5749
E-mail	daniela.velichova@stuba.sk	

Authorised signatory

Name	Mr**X** Ms☐	Doc. Ing. Ľubomír Šooš, PhD.
Position	Dean of the Faculty	

Organisation type code[1]	Region code	Sector code (max 3)			Size code
U	SK01	M80			S4

Project descriptors[2] (max 3 keywords in English, French or German)		
e-learning	Pilot project	Network of Maths centres

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

B. OVERVIEW OF THE ACHIEVEMENTS

Please summarise activities compared to the initial planning.

B.1 - Past activities (maximum 1 page, no more than 2000 characters).

The project began with a meeting in Bratislava, SK focusing on the operation of the partnership would operate. Contracts were finalized within the first 2 months. Partners prepared their work plans – included as attachments. During the first year, meetings have taken place in Coventry, UK (P9), in Salamanca, ES (P4) and in Plovdiv, BG (P3). At these meetings, the progress of the project has been presented and the distribution of future tasks has been agreed.

A project webpage giving the basic information about the project aims, objectives, results and outputs, project partners and target groups has been developed in English. Each partner has produced a national mirror of this page in the respective languages of project partners – Bulgarian, Czech, Spanish, Finnish, Hungarian, Irish, Slovak and British.

The working environment of the European Virtual Laboratory of Mathematics has been designed and its functionality has been tested. The EVLM central server has been set up, and access to the partners' restricted area has been opened. An on-line project office has been created by contractor. All documents relating to the organization of the project (reports, workplans, schedule of project workpackages, timetable for deliverables, workprogress and results tables) can be found here. New educational materials are submitted to the central database using an on-line php form Database input that has been developed.
The EVLM Central portal is available at the address http://evlm.stuba.sk. This has been designed and implemented as the common platform for receiving and providing all information on the EVLM structure and functionality. This portal provides links to the EVLM project web-pages in national languages of all partners and links to the national portals maintained by the project partners.
A range of on-line forms have been developed in php. These allow users to submit consultancy requests and to provide feedback (via a feedback questionnaire). There is a direct link from the EVLM database portal allowing access to the e-learning materials stored in the EVLM database.

The structure of the EVLM database has been agreed; 10 separate folders for different mathematical subjects have been created divided into 61 topics. The first e e-learning materials (about 150 items) in English have been uploaded into the Central database.

A dissemination leaflet has been designed – produced in English and in the national languages of the partners. Preliminary dissemination about the project has taken place at conferences. Information about the EVLM database has also been published in conference proceedings and in journals related to teaching mathematics in schools and universities. A full list of dissemination activities is attached.

The project outputs outlined in work packages WP1 – WP7 have been substantially achieved. The only exception is the Database Operational Manual CD. Due to some operational difficulties, the production of this Manual has had to be postponed until early into the second year of the project. This delay will not impact upon the achievement of other project outputs.

The project evaluator (P9) has produced an interim evaluation report, which is included as attachment.

B.2 - Future activities (maximum 1 page, no more than 2000 characters).

The partners will prepare their individual work plans for the second year of the project. The Database Operational Manual CD will be completed.

The national portals of the project partners will be finalised and the national databases will be populated with the e-learning materials in the partner's national language. A network of National Centres of Mathematics (based at the partners' institutions) will start providing consultancy services. Requests for consultancy will be distributed to the most appropriate partner. In addition to expert consultancy, the National Centres of Mathematics will provide training tutorials for teachers and assistance to students.

The project will produce 2 CDs – a Teacher's Guide and a Student's Guide. Work has already begun on the Teacher's Guide and the English version is scheduled for completion in early January 2008. This will then be translated in national languages. Work on the Student's Guide will take place during February-March 2008. The fifth partners meeting will take place in February in Limerick, IR (P7) to finalise the structure of this guide and to allocate specific responsibilities amongst the partners.

A dissemination booklet will be produced by the beginning of April; ready for use at the SEFI MWG seminar on Engineering Mathematics on April 7-9, 2008 in Loughborough, UK.

The sixth partners' meeting will take place in Miskloc, HU (P6). This will focus on valorisation taking into account feedback received from teachers, students and other users of the EVLM portals.

Work on the development of e-learning materials will continue throughout the year. This may take the form of translation of existing materials. In addition, new materials will be produced as demand for them is established.

The final meeting of the partnership will take place in Tampere, Finland (P5). This meeting will produce a summary of the project results, analyze the impact of the project, finalise the overall project evaluation and determine possible further activities for which additional funding may be sought.

B.3 - Indicate changes in past project activities (max. 1 page, no more than 2000 characters).

The production of the Database Operational Manual CD has been delayed until early in the second year, when all EVLM National portals will be ready.

B.4 - Likely expected future variations to planned activities (max. 1 page, no more than 2000 characters).

Communication has been problematic with certain of the partners. In particular, partner P5 has not delivered interim reports and did not attend partner meetings 3 and 4. The partnership is developing methods to maintain closer contact in the periods between partner meetings. This will not impact on the project outputs. No other variations are foreseen.

C. PARTNERSHIP

C Please mention if there are any modifications[3] to the initial partnership or in the distribution of tasks and budget amongst partners. Yes [   ]   No [x] If you have answered « Yes », please fill in the following tables

Table C.1 – Partnership Changes

N°	Name of partner organisations, including co-ordinator or scientific co-ordinator which have withdrawn	Replacement partners*	Amendment request approved by NA or the Commission? (Yes/No)
1			
2			
3			
…			

N°	Reasons for withdrawal (½ page maximum, per case)
1	
2	
3	
…	

Please add extra sheets if necessary.

---

[3] Please note that changes to the partnership or substantial changes in the allocation of tasks require an amendment to the initial contract.

* Please complete table C.2 below with additional information

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

Table C.2 – Changes to tasks and budget

N°	Partners (initial and replacement partners if appropriate)	Amount of budget per partner and LdV grant (initial amounts or new amounts if appropriate) after redistribution	
		Total budget (Euro)	LdV grant (Euro)
1			
2			
3			
……			

N°	Tasks taken over by the new partners and/or (re)distribution of the tasks between the initial partners. (½ page maximum, per case)
1	
2	
3	
…	

Please add extra sheets if necessary.

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

D. WORK PROGRAMME

D.1 – Please describe clearly and briefly the activities undertaken in the work programme including all applicable work packages

Table D.1

Work packages[4]				Organisations involved in the activities undertaken
N°	Title of Work package	Start date (dd/mm/yyyy)	End date (dd/mm/yyyy)	
WP 1	Organisation and management planning , Competence enhancement	15/9/2006	15/11/2006	All partners
WP 2	EVLM portal design	15/10/2006	30/12/2006	All partners
WP 3	Database system development	1/1/2007	30/4/2007	Partners P1, P3, P8, P9
WP 4	Installation of servers	1/5/2007	30/7/2007	Partners P1, P3, P8
WP 5	Testing the functionality	1/7/2007	30.9.2007	Partners P1, P3, P8
WP 6	Populating the Central / National Databases and their updates	15/9/2007	30/10/2007	All partners
WP 7	Launching the National centres of Mathematics	1/10/2007	30/10/2007	Partners P1 - P7
WP 8	Dissemination activities	15/1/2007	15/10/2007	All partners

---

[4] Please indicate the effective dates of the activity undertaken in each work package.

Work packages	Aims and objectives of past activities undertaken (½ page maximum, per package)
WP 1	Organisation and management planning , Competence enhancement, Contractualisation, Project website design Meeting 1. Kick-off meeting, organised by P1 – coordinator, Slovak University of Technology in Bratislava
WP 2	Design and development of the web application EVLM Central portal
WP 3	Database system development Meeting 2. Database meeting, organised by partner – P9, Coventry University, United Kingdom
WP 4	Installation of servers
WP 5	Testing the functionality, Database Operational manual
WP 6	Populating the Central / National Databases and their updates
WP 7	Launching the National centres of Mathematics, Dissemination booklets and information leaflets production
WP 8	Translations, Interim evaluation Meeting 3. Dissemination meeting, organised by partner – P4, Plovdiv University, Bulgaria

Work packages	Past activities already undertaken (½ page maximum, per package)
WP 1	The contract between the National agency of the Leonardo da Vinci scheme and the partnership was agreed and signed by the contractor (coordinator) – Slovak University of Technology in Bratislava, Slovakia. Workplan comprising all project activities, tasks, products and results was created and agreed by the partners during the first meeting organised by the contractor in Bratislava. The partners decided at this meeting how the responsibilities for the tasks will be distributed. The contractor informed all the partners about the financial and information handbook, interim evaluation of the project progress, and the main tasks relating to interim reporting, feedback analysis and evaluation. The communication rules, priorities and competencies in the EVLM network were established. Contracts between the coordinator and the other project partners were discussed, prepared and signed. Project information webpages were designed, developed and installed by the contractor; the partners translated their contents and installed national mirrors of the webpages on the servers in their institutions. The project information webpages give the project outline, basic information about the project aims, objectives, impact, main results and outputs, information about the intended target groups, basic data about partner institutions and hyperlinks to their webpages, to the EVLM Central Portal and to other relevant projects on the web.
WP 2	The EVLM Central portal has been designed, developed and prepared for implementation on the coordinator's server (see WP4). The Central portal main page gives introductory information about the European Virtual Laboratory of Mathematics, including information about the educational materials available in the database, about the mathematical subjects and topics covered by the materials and types of source files. The EVLM portal has direct links to the National portals at the partner institutions and to the project main webpage. There is also a link to a free statistical service available on web. Other direct links lead to the EVLM database portal, to webMathematica portal and to the Database Search service. In addition, there are two electronic forms - an on-line consultation request form and a users' feedback questionnaire to provide information for the evaluation of the portal quality. The Central portal also has a restricted area for the project partners which requires partners to login using their individual accounts.
WP 3	The central database system has been designed and developed with the structure agreed by the partners in discussion during the 2nd partners' meeting. The database contains 10 main mathematical subjects each divided into several topics – Fundamental Mathematics (5), Algebra (9), Calculus (6), Difference and Differential Equations (6), Geometry (6), Multivariable Calculus (7), Numerical Analysis (11), Optimisation (4), Probability and Statistics (7), and History of Mathematics (4). All materials are also classified into one of four different categories: 1. frequently asked consultation topics - FACTs, 2. reusable learning objects - RLOs, 3. problems, 4. modules.

WP 4	The main task of this work package was the installation and maintenance of the central server at the coordinator institution, and the installation and maintenance of the webMathematica server by partner 3. Freeware software was chosen for this – Linux operating system, with php database solution support and Norton antivirus software package for the firewall protection for the central portal, Java database solution for the EVLM portal database search. The EVLM Central portal web application has been implemented. Linked to the main page, there is a restricted area for the partners, which is accessible using login data - username and password. This works as an on-line project office, where all project materials and documentation, reporting documents and electronic products are stored, together with tables showing the project progress, results, partners' duties, next deadlines and meetings of the partnership.
WP 5	Testing the overall functionality of the EVLM portal structure is an on-going task; as is populating of the Central database with e-learning materials and updating information on the Central portal and in the on-line project office. Work on writing the Database operational manual has started.

WP 6	All partners were involved in the process of populating and continuously updating the databases at both the central and their respective national levels. The central database was initially populated by a range of electronic educational materials; currently there are about 150 different files in the database. Partners upload source files of the educational materials to the specified folders created in their restricted areas on the central EVLM server via a direct ftp connection. The design, development and implementation of the EVLM National portals were completely the responsibility of separate partners. Direct links to these portals are available on the EVLM Central portal main page.
	Updating the national databases is the responsibility of the National centres of Mathematics. The partners are responsible for:
	    1. creating mathematical resources for the National DBs
	    2. maintaining the project National DBs
	    3. uploading materials in English into the central DB of the EVLM
	    4. development of new materials according to the project aims
	    5. continuous updating of the National DBs.

WP 7	National centres of mathematics started their activities at the partner's institutions. In addition to personal face-to-face consultations carried out in the centres, the electronic resources available in the National databases in national languages are utilized. A dissemination leaflet has been designed and produced in English and in the national languages of the partners. These have been distributed in order to disseminate information about the EVLM Central portal. Partners disseminated information by presentations and posters at conferences, seminars and workshops, and by printed materials in journals and conference proceedings.
WP 8	An interim evaluation of the progress of the project has been carried out by the interim evaluator - partner 9. The interim evaluation report is attached as annex. Translations of some modules in Geometry and Algebra to Slovak and Spanish languages have started.

Work packages	Changes or alterations from project activities and reasons why (½ page maximum, per package)
WP 1	No change
WP 2	No change
WP 3	No change
WP 4	No change
WP 5	Database operational manual was not completed, because not all National portals are ready to be included into the EVLM structure.
WP 6	No change
WP 7	Not all partners were able to install National portals; some are still under the development.
WP 8	No change

Work packages	Please outline any adjustments or corrective actions[5] taken (½ page maximum, per package)
WP 1	No
WP 2	No
WP 3	No
WP 4	No
WP 5	A CD containing the database operational manual will be produced early in the second year of the project, as soon as all EVLM National portals are ready. Then the whole EVLM network functionality will be tested and approved.
WP 6	No

---

[5] Please note that adjustments and corrective actions imply amendments to the initial contract.

WP 7	Partners P3 and P5 will finish their National portals by the beginning of December 2007, and these will be immediately linked to the EVLM Central database, and then the whole EVLM structure will be tested.
WP 8	No

Please add extra sheets if necessary.

D.2 - Please describe clearly and briefly (1/2 page maximum) the activities to be undertaken for the rest of the project duration. Please also note any changes in activities from the initial proposal[6].

Table D.2

Work packages[7]				Organisations that might be involved in the activities to be undertaken
N°	Title of Work package	Start date (dd/mm/yyyy)	End date (dd/mm/yyyy)	
WP 9	Training tutorials for teachers	15/10/ 2007	30/12/2007	All partners
WP 10	Teacher's guide – CD 4M. Workshop I – P2	15/10/ 2007	30/12/2007	All partners
WP 11	Assistance to students, expert consultancy	1/11/ 2007	14/10/2008	All partners
WP 12	Student's book – CD 5M. Workshop II – P7	1/1/2008	30/4/2008	All partners
WP 13	Database updates 6M. Valorisation meeting – P6	15/10/2007	14/10/2008	All partners

---

[6] Please note that changes can not be accepted without an amendment request and subsequent approval.
[7] Please indicate the effective dates of the activity undertaken in each work package.

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

WP 14	Valorisation results , feedback analysis	15/6/2008	14/10/2008	All partners
WP 15	Overall evaluation 6M. Valorisation meeting – P6	15/9/2008	14/10/2008	P1, P6, P9

Work packages	Aims and objectives of future activities to be undertaken (½ page maximum, per package)
WP 9	Specialized consultancy Training of teachers - using ICT in education, for authorship of e-learning materials Enhancement of ICT competences Analysis of the feedback from trained teachers
WP 10	Teacher's guide book on usage and development of electronic learning materials in specialized file types - html, xml, jsp, etc., usage of MathML editors, and development of dynamic web pages with maths e-contents and on-line mathematical engines. Production of DVD
WP 11	Open activities of the National centres of Mathematics for students and teachers.
WP 12	Preparation of Student workbook on how to use e-learning materials and computer algebra systems in learning mathematics and the work of the EVLM Centre of Mathematics. Meeting 5 - Workshop Production of CD
WP 13	Continuous updating and maintenance of the databases, including consultancy request sheets, list of consultancy activities, newly developed materials, translations of relevant resources, student contributions. Meeting 6 – Evaluation and valorisation
WP 14	Maintenance of the EVLM consultancy activities, feedback collection and analysis.
WP 15	Overall evaluation and final report development, Meeting 7 overall evaluation

Work packages	Future activities to be undertaken (½ page maximum, per package)

WP 9	Consultancy services in the National Centres of Mathematics will start. The number of visitors to the EVLM portal and Central database will be recorded. On-line consultation requests will be archived; answers will be stored in the database. Partners will organise tutorials in their National centres on development of e-learning educational materials to enhance ICT competences of teachers and to inform them about the availability of the EVLM portal and database. Other parties can contribute by introducing their ready made educational materials. Feedback from trained teachers will be collected by partners.
WP 10	Teacher's guide book will be completed; each partner P1 – P7 is responsible for 2 chapters written in English, partner P9 will write the introduction and will be responsible for the English proofreading of the complete text. An English version of the DVD will be produced by the partners in Ireland and UK, other partners will prepare translations of the text to their national languages and they will produce national versions of the guide book. The English version will be linked to the EVLM Central database portal, while national versions will appear on the respective national portals. The deadline for production is January 2008.
WP 11	The work of the consultancy services in the National Centres of Mathematics will be on-going. Portal users, trained teachers and students will be asked to complete the Feedback questionnaire available at the Central portal in English, and in national languages at the national portals. Partners will provide translations to English of the feedback materials obtained in other languages and post this to the interim evaluator for the feedback analysis. First ideas for the contents of the planned dissemination booklet will be outlined.
WP 12	Preparation of the Student workbook will start at Meeting 5, which is planned as Workshop. The book will include instructions on how to use the most popular mathematical computer algebra systems, a brief manual for on-line webMathematica calculations, and solved problems from selected mathematical topics, guides and useful ideas for work in EVLM Centre of Mathematics. Each partner will be responsible for 2 chapters in English, and translation of the whole text to respective national language. The Student workbook will be produced in English and in national languages on DVD, and also linked to the Central and national EVLM portals. The production deadline is March 2008. A decision on the form and contents of the dissemination booklet will be agreed, and booklet will be produced.
WP 13	Database update – all new materials will be continually included into the resource database. Meeting 6 is the valorisation meeting; there will be discussions on how the materials in the EVLM databases are really used at the partner institutions and outside the partnership. On-line requests for consultancy will be summarised and evaluated.
WP 14	Feedback from teachers, students, and all other users will be collected by partners, translated to English and analysed by partner 9. First valorisation outcomes and results of the project work will be deduced and summarised. An updated list of topics in the database will be completed and statistics of the visits will be analysed

WP 15	Overall evaluation of the project and its results take place during the last meeting. The process of collecting materials for the final report will start. Planning of the further activities, evaluation of the EVLM functionality and its possible extension to other institutions will be the main topics to discuss.

Work packages	Likely divergences / adjustments to[5] initial activities and reasons why (½ page maximum, per package)
WP 9	All partners are required to finalise work on the EVLM national portals and to populate their National databases. Partners P1, P8 and P9 will finish the work on Database Operational Manual and produce it on CD.
WP 10	No
WP 11	No
WP 12	No
WP 13	No
WP 14	No
WP 15	No

Please add extra sheets if necessary.

D.3 – Partnership meetings

Table D.3

N°	Place		Date (dd/mm/yyyy)	Purpose of the meeting
	Country code[8]	Town		
1	SK	Bratislava	03 - 04/11/ 2006	Kick-off meeting
2	UK	Coventry	25 - 26/01/ 2007	Database meeting – brainstorming
3	ES	Salamanca	07 - 08/06/ 2007	Dissemination meeting
4	BG	Plovdiv	11 - 12/10/ 2007	Workshop I

---

[8] Please use the codes which are in the application form

N°	Partners attending
1	P1 – coordinator SK, P2 – BG, P4 – ES, P5 – HU, P6 – FI, P7 – IE, P8 – SK, P 9 - UK
2	P1 – coordinator SK, P2 – BG, P4 – ES, P5 – HU, P6 – FI, P7 – IE, P8 – SK, P 9 - UK
3	P1 – coordinator SK, P2 – BG, P3 – BG, P4 – ES, P5 – HU, P7 – IE, P8 – SK, P 9 – UK
4	P1 – coordinator SK, P2 – BG, P4 – ES, P5 – HU, P7 – IE, P8 – SK, P 9 - UK

N°	Key results (summary of the minutes) (½ page maximum, per case)
1	Organisational and management issues were discussed. Responsibilities were distributed among the partners. The timetable for interim reporting in the partnership was agreed. Contracts with partners were agreed and signed. The design of the Project website was finalised. Partners were instructed about the Financial and Management Handbook. The editors Publicon and SciWriter for the production of electronic materials were presented; information about webMathematica features was given.
2	Organisational and management issues were discussed including the forms for interim reporting and the deadlines for the interim reports, individual plans prepared by all partners for the first year, plans for the dissemination activities in the first year, summary about progress of the work done so far on the project. A visit to the working Mathematics Support Centre at Coventry University took place. A brainstorming session about the EVLM structure and functionality took place. Discussion about the database contents, structure, security and communication priorities took place. Deadlines for the completion of project webpage national mirrors were agreed.
3	Management, financial and other organizational issues were presented by the coordinator. Timesheets, Interim reports, and other supportive materials were collected. Information on the progress of the work was given. Final comments on the EVLM web pages in national languages were made. The EVLM central portal and on-line Project office were introduced by the coordinator and commented upon by partners. Instructions on the next phase, the upload of reporting materials and database educational source materials, were given. Login data for the access to the restricted partners' areas created by the coordinator on the central server were distributed. A final proposal for the Central database structure was agreed with 10 mathematical subjects. Partners volunteered to be responsible for the preparation of lists of topics and samples of e-learning materials in these subjects. A first draft of a dissemination leaflet in English was presented. This was discussed and a final form agreed. Partners will be responsible for production of national versions of dissemination leaflets, which do not have to be exactly the same, but can be adapted to the partners' needs.

| 4 | Evaluation of the work done during the first year of the project, final collecting of Timesheets, Interim reports, Deliverable front-pages, and all other supportive materials for the first interim report were the main administrative activities. Partners each gave presentations on the chapters they intend to produce for the Teachers' guide book. A decision on deadlines for the CD production was made. Agreement was reached on the final EVLM structure and the Database operational manual DVD development. A suggestion for the uploading of materials to the Database search developed by Partner 3 had been presented electronically, by e-mail. |

Please add extra sheets if necessary.

Table D.4

D.4.1 – For «NETWORKS »- Please describe the transnational partnership structure illustrating, in particular, those activities relating to 'taking stock and analysis of existing knowledge', 'identification of needs and trends' and the 'dissemination of results'. (1 page maximum)

Describe both method and approach and note any changes from the original work programme.

D.4.2 – For « LANGUAGE COMPETENCES »- Please indicate the learners' languages, levels and target languages of the project, method and didactic approach (e.g. task based learning, CLIL[9], exchanges, tandem learning, tutoring, TELL, CALL, ODL[10], etc.)

N°	Learners' languages codes [11]	Target languages codes	Levels of proficiency[12]
1			
2			

N°	Describe method and didactic approach - please refer to the initial work programme and further note any changes. (½ page maximum, per case)
1	
2	

Please add extra sheets if necessary.

---

[9] CLIL-Content and Language Integrated Learning

[10] TELL-Technology Enhanced Language Learning, CALL-Computer Aided Language Learning, ODL-Open and Distance Learning

[11] Please use the codes which are in the application form

[12] Beginner, Intermediate, Advanced

D.4.3 – For «REFERENCE MATERIAL» - Please specify the methodology (observations, study cases, interviews, surveys, sampling, etc.) of analysis and surveys to accomplish the tasks described in point D.1. Please indicate the concerned bibliography with appropriate references.

Description of Methodology

Bibliography

D.5- Please provide information on the partners that have organised dissemination activities, using the table below.

Table D.5

N°	Country code[13]	Name of partner organisation/institution in national language	Place where it took place? Region code	What sectors were targeted by these dissemination activities ? Sector code
1	SK	Slovenská technická univerzita	Nitra, SK02	M
2	SK	Slovenská technická univerzita	Brno, CZ07	M
3	SK	Slovenská technická univerzita	Miskolc, HU05	M
4	SK	Slovenská technická univerzita	Ustroň, PL01	M
5	SK	Slovenská spoločnosť pre Geometriu a Grafiku	Brno, CZ07	M
6	SK	Slovenská spoločnosť pre Geometriu a Grafiku	Kočovce, SK02	M
7	BG	Plovdivskij universitet Paisi Hilendarski	Varna, BG03	M
8	ES	Universidad Salamanca	Zamora, ES11	M
9	ES	Universidad Salamanca	Valladolid, ES11	M
10	ES	Universidad Salamanca	Coimbra, PTS11	M
11	IE	University of Limerick	Limerick, IE012	M

---

[13] Please use codes provided in the application form

E. RESULTS / PRODUCTS / PROCESSES

E.1 – Please describe project progress in terms of results and outcomes to date (e.g. products, materials, surveys, analysis, etc.) indicating the languages in which they are available.
NB: Please note that an original and one copy of each product / outcome, showing its current stage of development, should be sent with this Interim Report.

N°	Full title	% of realisation	Languages [15]	Web site [16]	CD ROM	Printed	Other (specify)
top: Results and / or products [14] and / or processes				Types of support			
1	Project main webpage	100	English	www.evlm.stuba.sk/EVLM/			
2	Project Slovak webpage	100	Slovak	www.evlm.stuba.sk/EVLM/slovak/			
3	Project Bulgarian webpage	100	Bulgarian	www.fmi-plovdiv.org/evlm/EVLMbg/EVLMbg.htm			
4	Project Czech webpage	100	Czech	home.zcu.cz/~benedikt/EVLM/			
5	Project Spanish webpage	100	Spanish	evlmspain.usal.es/			
6	Project Finnish webpage	100	Finnish	www.tulossilta.fi/EVLM/			
7	Project Hungarian webpage	100	Hungarian	www.uni-miskolc.hu/~evlmhu/			
8	Project Irish webpage	100	Irish English	www.ul.ie/evlm/			
9	Project British webpage	100	English	www.coventry.ac.uk/ec/evlm/			
10	EVLM Central portal	100	English	evlm.stuba.sk			
11	EVLM webMathematica portal and Database search	50	English	http://89.102.237.170/web/sal/			
12	EVLM Slovak portal SK	100	Slovak	slovak.evlm.stuba.sk/portal/			

---

[14] Results as contractually agreed (taking into account all agreed contractual amendments).
[15] Please indicate for each type of support the code of languages available.
[16] Please provide the address (URL) of the Internet site

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

13	EVLM Bulgarian portal BG	100	Bulgarian	www.fmi-plovdiv.org/ evlm/			
14	EVLM Spanish portal ES	100	Spanish	portalevlm.u sal.es			
15	EVLM Hungarian portal HU	100	Hungarian	www.evlmh u.org/			
16	EVLM Irish portal IE	100	English	www.ul.ie/ev lm/portal			
17	Dissemination leaflet UK	100	English			Printed	
18	Dissemination leaflet SK	100	Slovak			Printed	
19	Dissemination leaflet BG	100	Bulgarian			Printed	
20	Dissemination leaflet ES	100	Spanish			Printed	
21	Dissemination leaflet IE	100	English			Printed	
22	EVLM Central Database	70	English	evlm.stuba.s k/databasem enu/menu_fi les/frame.ht m			
23	EVLM Slovak database	50	Slovak				
24	EVLM Bulgarian database	50	Bulgarian				
25	EVLM Spanish database	50	Spanish				
26	EVLM Irish database	50	English				

N°	Dissemination of these results / products - by whom and where[17] (½ page maximum, per case)
1	P1, P2, P4, P7 - university
2	P1, P8 – university, training organisation
3	P2 - university
5	P4 - university
7	P5 - university
8	P7 - university
10	P1, P4, P8 – university, training organisation
12	P1,P8 – university, training organisation
13	P2 - university
14	P4 - university
15	P5 - university
16	P7 - university
17	P1, P6 - university
18	P8 – university, training organisation
19	P2 - university
20	P4 - university
21	P7 - university
22	P1, P4, P8 – university, training organisation
23	P8 – university, training organisation
24	P2 - university
25	P4 - university
26	P7 - university

---

[17] Enterprise, training organisation, university, etc.

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

E.2 – Please indicate the type of, in addition to when, where and how « evaluation and testing » of results have been carried out.

N°	Title of result / product	Type of evaluation and testing	Results
1	Project main webpage	Usage by partners, check of English language, contents and hyperlinks	functional
2	Project Slovak webpage	Usage by partners, check of contents and hyperlinks	Functional
3	Project Bulgarian webpage	Usage by partners, check of contents and hyperlinks	Functional
4	Project Czech webpage	Usage by partners, check of contents and hyperlinks	Functional
5	Project Spanish webpage	Usage by partners, check of contents and hyperlinks	Functional
6	Project Finnish webpage	Usage by partners, check of contents and hyperlinks	Functional
7	Project Hungarian webpage	Usage by partners, check of contents and hyperlinks	Functional
8	Project Irish webpage	Usage by partners, check of contents and hyperlinks	Functional
9	Project British webpage	Usage by partners, check of contents and hyperlinks	Functional
10	EVLM Central portal	Usage by partnership, check of English language and hyperlinks	Functional
11	EVLM webMathematica portal and Database search	Usage by partners, check of contents and hyperlinks	Functional
12	EVLM Slovak portal	Usage by partners, check of contents and hyperlinks	Functional
13	EVLM Bulgarian portal BG	Usage by partners, check of contents and hyperlinks	Functional
14	EVLM Spanish portal ES	Usage by partners, check of contents and hyperlinks	Functional
15	EVLM Hungarian portal HU	Usage by partners, check of contents and hyperlinks	Functional
16	EVLM Irish portal IE	Usage by partners, check of contents and hyperlinks	Functional
17	Dissemination leaflet UK	check of English language, contents	Correct
18	Dissemination leaflet SK	check of Slovak language, contents	Correct
19	Dissemination leaflet BG	check of Bulgarian language, contents	Correct
20	Dissemination leaflet ES	check of Spanish language, contents	Correct
21	Dissemination leaflet IE	check of English language, contents	Correct
22	EVLM Central Database	Usage by partners, check of English language, contents and hyperlinks	Functional
23	EVLM Slovak database	Usage by partners, check of contents and hyperlinks	Functional
24	EVLM Bulgarian database	Usage by partners, check of contents and hyperlinks	Functional
25	EVLM Spanish database	Usage by partners, check of contents and hyperlinks	Functional

| 26 | EVLM Irish database | Usage by partners, check of contents and hyperlinks | Functional |

N°	Partners involved	When	
		Start date (dd/mm/yyyy)	End (dd/mm/yyyy)
1	Tested by all partners	15/12/2006	14/1/2007
2	Tested by partner P8 and coord P1	31/12/2006	15/01/2007
3	Tested by partner P2 and coord P1	31/12/2006	20/3/2007
4	Tested by partner P3 and coord P1	31/12/2006	07/03/2007
5	Tested by partner P4 and coord P1	31/12/2006	04/02/2007
6	Tested by partner P5 and coord P1	31/12/2007	30/04/2007
7	Tested by partner P6 and coord P1	31/12/2006	05/02/2007
8	Tested by partner P7 and coord P1	31/12/2006	02/02/2007
9	Tested by partner P9 and coord P1	31/12/2006	28/02/2007
10	Tested by all partners	31/03/2007	14/10/2007
11	Tested partially by partner P3 and coord P1	15/09/2007	14/10/2007
12	Tested by partner P8 and coord P1	15/06/2007	14/10/2007
13	Tested by partner P2 and coord P1	15/06/2007	14/10/2007
14	Tested by partner P4 and coord P1	15/06/2007	14/10/2007
15	Tested by partner P5 and coord P1	15/06/2007	14/10/2007
16	Tested by partner P7 and coord P1	15/06/2007	14/10/2007
17	Tested by all partners	15/01/2007	15/08/2007
18	Tested by partner P8 and coord P1	31/01/2007	21/05/2007
19	Tested by partner P2 and coord P1	31/08/2007	15/9/2007
20	Tested by partner P4 and coord P1	31/08/2007	10/10/2007
21	Tested by partner P7 and coord P1	31/08/2007	24/09/2007
22	Tested by all partners	30/05/2007	14/10/2007
23	Tested by partner P8 and coord P1	30/5/2007	14/10/2007
24	Tested by partner P2 and coord P1	30/5/2007	14/10/2007
25	Tested by partner P4 and coord P1	30/5/2007	14/10/2007
26	Tested by partner P7 and coord P1	30/5/2007	14/10/2007

N°	How was the evaluation and testing carried out
1	Pages were used on web on-line by all partners, design was discussed at meeting 1
2	Page was used on web on-line by partner P8 and P1, and by university users
3	Page was used on web on-line by partner P2 and P1, and by university users
4	Page was used on web on-line by partner P3 and P1, and by university users
5	Page was used on web on-line by partner P4 and P1, and by university users
6	Page was used on web on-line by partner P5 and P1, and by university users
7	Page was used on web on-line by partner P6 and P1, and by university users
8	Page was used on web on-line by partner P7 and P1, and by university users
9	Page was used on web on-line by partner P9 and P1, and by university users
10	Portal design was discussed at meeting 2 and 3. Pages were used on web on-line by all partners, who visited regularly Project office.
11	Pages were used on web on-line by coord P1, database search input had not been tested yet
12	Page was used on web on-line by partner P8 and P1, and by university users
13	Page was used on web on-line by partner P2 and P1, and by university users

14	Page was used on web on-line by partner P4 and P1, and by university users
15	Page was used on web on-line by partner P5 and P1, and by university users
16	Page was used on web on-line by partner P7 and P1, and by university users
17	By discussion of all partners at meeting 3
18	Design and correctness of language were discussed by project team at partner P8 and P1
19	Design and correctness of language were discussed by project team at partner P2 and P1
20	Design and correctness of language were discussed by project team at partner P4 and P1
21	Design and correctness of language were discussed by project team at partner P7 and P1
22	EVLM Database Portal design was discussed at meeting 2 and 3. Pages were used on web on-line by all partners, who submitted materials to the EVLM Central database by e-form.
23	EVLM Slovak Database Portal design was discussed by project team at partner P8. Pages were used on web on-line, team members submitted materials to the Slovak database by e-form.
24	EVLM Bulgarian Database Portal design was discussed by project team at partner P2. Pages were used on web on-line, team members submitted materials to the Bulgarian database.
25	EVLM Spanish Database Portal design was discussed by project team at partner P4. Pages were used on web on-line, team members submitted materials to the Spanish database.
26	EVLM Irish Database Portal design was discussed by project team at partner P7. Pages were used on web on-line, team members submitted materials to the Irish database.

F. GENERAL COMMENTS and ANNEXES

F.1 –   Please describe briefly any difficulties encountered in undertaking the project and what solutions were found to overcome the difficulties (maximum 1 page).

There have been problems in communication with partners P3, P5 and P6. This has not been helped by partner P3 only attending one of the partner meetings and partner P6 being absent from the last two partner meetings.
The Coordinator has addressed the contact persons to try to find other possibilities of cooperation. It appears that links with Partner 3 will be satisfactory. Discussions with Partner 6 are still going on and it is hoped that progress can be made. There are difficulties with Partner 5 and the co-ordinator is considering seeking an alternative partner in Finland.
Some partners expressed their feelings about a lack of communication with other partners in the period between the partner meetings. Partner P9 therefore established an informal Discussion forum for the EVLM project on the FACEBOOK portal, where interested partners can chat and discuss their problems. It is generally recommended to meet here at the beginning of every calendar month.

F.2 –   Please describe any innovative organisational processes developed during the project to date (maximum 1 page).

An on-line Project office has been developed. This is available in the EVLM Central portal restricted area which is exclusively for the partners, and accessed by using login data. In the Project office partners can find all the project materials – proposal, contracts, information about contact details of all partners, project budget, workplan and responsibilities, list of workpackages and deliverables. All interim reporting templates are available here as well. Information about work progress, news and deadlines, partner meetings (including programme and minutes), dissemination activities and project results are linked and can be downloaded if necessary.
Partners can check here their progress on the project.

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C

F.3 –   List of annexes to the original of the report (mail delivery):

Annex 1. List of dissemination activities and sample copies of printed materials
Annex 2. List of partner meetings, minutes and participants
Annex 3. Interim evaluation report
Annex 4. Partner 1 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 5. Partner 2 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 6. Partner 3 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 7. Partner 4 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 8. Partner 5 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 9. Partner 6 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 10. Partner 7 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 11. Partner 8 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products
Annex 12. Partner 9 – workplan, 3 interim reports, Timesheets, Deliverable frontpages, products

NB: The following documents MUST be submitted with the Interim Report:

- evidence of bank transfers between the contractor and ALL project partners
- copies of contracts between the Contractor and ALL project partners (where not previously submitted)
- copies of Subcontracting agreements and invoices - including all Call for Tender documentation

G. FINANCIAL REPORT

Self-calculating (Excel) financial tables must be completed for all projects at the Interim Report and Final Report stages. The financial tables are available for download at:
http://ec.europa.eu/education/programmes/leonardo/new/leonardo2/rapports/interim_en.html
along with supporting Guidelines.

All pre-financing payments are regarded as advances pending explicit approval of the Final Report for the project, the corresponding financial report and the quality of the project results.

Receipt Acknowledgement

Interim Report

This page will be returned to you when your Interim Report has been received. Therefore, please complete the information below clearly.

Title of project:

Name of contracting organisation	Slovenská technická univerzita v Bratislave, Strojnícka faskulta
Name of legal representative	doc. Ing Ľubomír Šooš, PhD., dean of the Faculty project coordinator doc. RNDr. Daniela Velichová, Csc.
Street Number	Nám. Slobody 17
Country code - Post code - Town/City	SK - 812 31 Bratislava
Fax number	

Date you sent your report	……... / ………. / ……….

Reserved for National Agencies / Executive Agency:

Documents received:

Interim Report	Original + copy + electronic copy
Annexes	

Products received:

CD-ROM	
Http://	

Missing data, to be submitted ASAP (not later than two weeks):

Where information/documentation is requested within this Receipt Acknowledgement, please note that all proceedings relating to the payment of any supplementary instalment are suspended until the related information/documentation is received.

We acknowledge receipt of your Interim Report:

Country	Year	Project type	Project number
		PP / TH / LA / NT / RF	

Please use this number in all communication with your National Agency / Executive Agency.

Date: _____   Signature: _____

Name: _____

Position: _____

LEONARDO DA VINCI PROGRAMME
Interim report form
Procedures B & C