

Minutes

1st Transnational Meeting

Ibi (Spain) 18-19 January 2016

Attendees: Irene Pastor (Foia), Jordi Brotons (Foia), Juan Manuel Bernal (Foia), Davor Malović (Sisak), Davor Lužaić (Sisak), Małgorzata Jurczyk (ZS10), Franci Uduč (Krsko), Zoran Tkavc (Krsko), César Carrión (AIJU), Ruperto Martínez(AIJU), Ignacio Seguí (AIJU)

Day 18th January 2016

- After being welcomed of attendees, the meeting starts reviewing the Agenda at 9:15h.
- **Overview of KA2 projects (AIJU).** Mr. Ignacio Segui does a brief summary of what is a KA2 project (a short overview of KA2 projects: main purposes, main objectives of a KA2 and general results). (All PowerPoints are in Google Drive>DroneTeam>3 Meetings> 1st Meeting Ibi.
- **DroneTeam evaluation results (IES La Foia).** Ms Irene Pastor showed the DroneTeam project results in evaluation by Spanish National Agency, reviewing strengths and weaknesses in order to take them into account in the project development.
- **Background and details of DroneTeam. Objectives and expected results (AIJU).** Mr. Ignacio Segui briefly reviews the Droneteam Application Form data in a relevant summary: the list of intellectual outputs, multiplier events, months proposed for transnational meetings, the proposed work for the three years of project life. And also the roles defined for each school.
- **Exchange of views:** It was proposed to find related conferences and work according to standards. It was also proposed to revise the laws of the countries and their evolution during the project. In this sense, Slovenian partners said that in their Country in this moment there are not laws about drones and they think they could contact with authorities in order to create awareness about it and maybe collaborate about regulations.
It was agreed move two students per Schools to the 2nd Transnational Meeting. It is agreed that the conditions to select are: (1) Good level of English; (2) Good performance in class. We will prepare activities for students.



- **Partners' Communication Plan (IES La Foia).** The Partners' Communication: email list in Groupspaces droneteam@grouppaces.com , currently with 17 email members:
Please review the email list and any email that should be on this list it should be sent to natxosegui@aiju.info so that he can register it.

Ms. Irene Pastor has created a group of WhatsApp
We also continue using Skype.



- **Reviewing the parts of a Drone.** Mr. Cesar Carrion reviewed and explained the drone parts. He also showed two drones and several components that were reviewed by the Consortium. The adequacy of starting with basic drone developing was proposed. Some components must be purchased. Others will be developed. It is understood that for the project to have the desired impact, we must make that the cost of basic drones is viable for schools. That is why a first basic drone development was proposed.



Making and designing a toy drone through multidisciplinary collaborative work

Project no.2015-1-ES01-KA202-015925

- **Review Work Plan & Gantt Chart.** It will be reviewed according to the project's progress. For this there are two files that are in Google Drive: DroneTeam> 1 General info.
- **Grant Agreement, Partners' Agreement, Financial rules (AIJU-IES La Foia).** Although informally discussed some financial aspects will be convenient to make a better explanation of Annex 3 of Grant Agreement about Financial Rules. In next meeting we can review all aspects.

In any case, some doubts resolved in the meeting are:

1. Trips, if the cost is greater than the assigned (unit cost per trip and person), you will take funding from your Management and Implementation (M&I) budget. The M&I aim to cover all expenses related with the project that are not defined in the other items. If the trip cost is less, the money will be used in DroneTeam project in implementation. We need to scan flight tickets, hotel invoices, taxis, bus, etc. National Agency wants to check with these tickets that you have travelled.
2. All partners have funding for 2 attendants per transnational meeting. Polish partner has travelled only with 1 teacher. Therefore, they will travel with 3 at the last project meeting in Spain.
3. Exceptional costs are funded by 75%. This is not unit costs, so we need the invoices. For drone components, all will be purchased by AIJU. AIJU will provide them to all schools once they are determined which components to buy.
4. To justify the work in Intellectual Outputs all partners need to fill the Timesheets. Coordinator&AIJU will propose an example and we will review it in Croatia (2nd Transnational Meeting). In any case, internally, each school should define how to organize these resources. The Spanish National Agency asks only the Timesheets of personnel from schools. The possibility of outsourcing is not considered. Each centre must decide if want and how compensate teachers who work preparing educational resources for DroneTeam project.
5. Although in Transnational Meetings we can work about Intellectual Outputs. That days are covered by Transnational Meetings Budgets. Therefore, we cannot fill timesheets with attendees during meeting days.
6. Remember that all costs associated with the project you need to scan and store in the corresponding folder in Google Drive: DroneTeam>2 Management>"Your School". In the case of travel: transport tickets (flights, taxis, bus, rent a car, gasoline tickets, motorway tickets), hotel invoice.
7. Any doubt about it will be explained by the coordinator / National Agency along the project.



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- **Dissemination & Exploitation Plan.** This agenda section is not reviewed in depth. It remains to make the presentation and explain the Plan for dissemination and exploitation. Although project web page, Facebook, Twitter are running, we need to review it in next dates. Mr. Ignacio Segui said that it is important to have project followers as soon as possible (teachers from other schools who want to apply the project results). Therefore, if we have results in October, it is possible to make a first transfer of results and win project followers to ensure its success from the point of view of the impact, that is measurable and it is requested by National Agency. Therefore, it is proposed to take advantage in work plan if possible. Consortium will decide in 3rd meeting in Poland about the dimension of the 4th meeting coinciding with Tehnogenij fair.
- **Presentation of the Drone Project “La Feria Aérea” (The Air Fair) from IES La Foia.** The consortium visited a IES la Foia’s classroom to review an initiative promoted by the University of Elche and the municipality of IBI: students work in groups to propose a social use for a drone. Consortium analysed the students’ work together with students' teachers. We were accompanied by the Education Councilman of the City of Ibi. The best work for social purposes proposed for a drone was voted: a drone for mountain rescue. A demo of drones is also performed.



- **Quality Plan. Project Plan Management. Monitoring and Assessment.** Not review for lack of time. They will be reviewed at the next meeting.

- **Consortium visited the school workshops:** and saw how students were assembly a 3D printer that will be used in DroneTeam project. Also machine and plastic workshops were visited.



- **Cultural visit.**

At 18:30h Consortium did a visit to the Museum of Local Festivities of Ibi about parades of Moors and Christians.



Day 19th January 2016

- **Date for the 2nd Transnational meeting is fixed:**

17th-20th April 2016 in Sisak (Croatia). 18th and 19th meeting days.

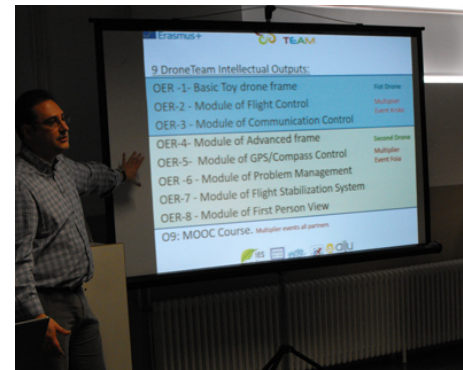
The meeting agenda will be set jointly by the Coordinator and the hosting partner according to the project's progress and needs that partners can express. In any case, a time for review of the work done and next steps will be always reserved in all transnational meetings.



The final dates for the 3rd Transnational meeting marked for the week May 27 to July 1 must be proposed as soon as possible by ZS10.

- **Overview of Partners' Contribution according to Application Form**

The Consortium did an overview of the main roles of each partner in accordance with the Application Form. The list of Intellectual Outputs is according with the list of drone components. We need the first three for develop a basic drone.



- **Discussion about each Partner contribution to the project. Roles**

Consortium discusses about the first drone. The following work schedule is set for the following weeks:

Tasks to do	who
Drone components	AJUJ
3D design frame & develop it	AJUJ
Assembly first prototype.	
Motor engine	
2 weeks	
Report – task	Partner
State of Art – Engine, ESC – Relation with size, weight, velocity	CROATIA
State of Art – Battery and Charger	SLOVENIA
State of Art – Propeller – Size, Weight, velocity	SPAIN
State of Art – Flight Controller – Open Software	POLAND
AJUJ WILL HELP PARTNERS IF THEY WANT	
3 weeks	
SKYPE MEETING TAKING DECISION ABOUT COMPONENTS	ALL PARTNERS
START FRAME DESIGN	AJUJ WITH ALL PARTNER:
5 weeks	
UPLOAD REPORTS IN GOOGLE DRIVE	ALL PARTNERS
6 weeks	
FRAME DESIGNED / DRAWS - 2D DESIGN	AJUJ

According to this plan:

We will have a skype meeting the week of 8-12 February 2016 to take the decision about the components and start the frame design

29-February 2016: is the deadline for upload reports (all partners) in Google Drive (folder: DroneTeam> 4 Outputs> Output 1)

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4-March-2016: Deadline fist frame for design by AIJU.

- **Visit of OTUS Alicante: a drone company.**

At 12 am Mr. Francisco Polo from Otus Alicante joined us and did an interesting explanation to teachers and students about their projects and their professional drones. Technical aspects were showed and explained.



Consortium asked to a professional expert on drones. The DroneTeam project want to be in commensurate with the professional real World so that teachers can raise and convey to students the correct concepts of this sector.

Mr. Francisco Polo joined us also in lunch time and we were talking about drones all the time.



After lunch a flight demonstration and pilotage is done. We used Bebop Drone from Parrot company. Teachers can pilot the drone inside the IES la FOIA hall. To pilot it a smart phone was used and an expert explains how the drone and smart phone are communicated.



- **Quality survey:**

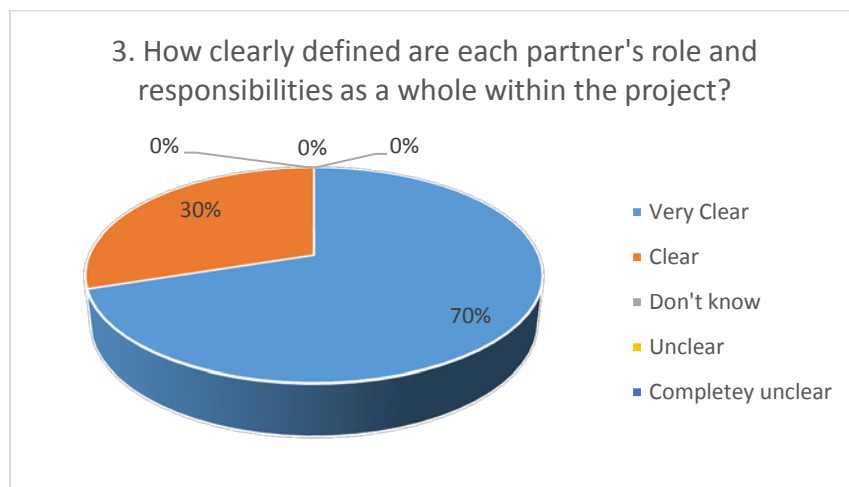
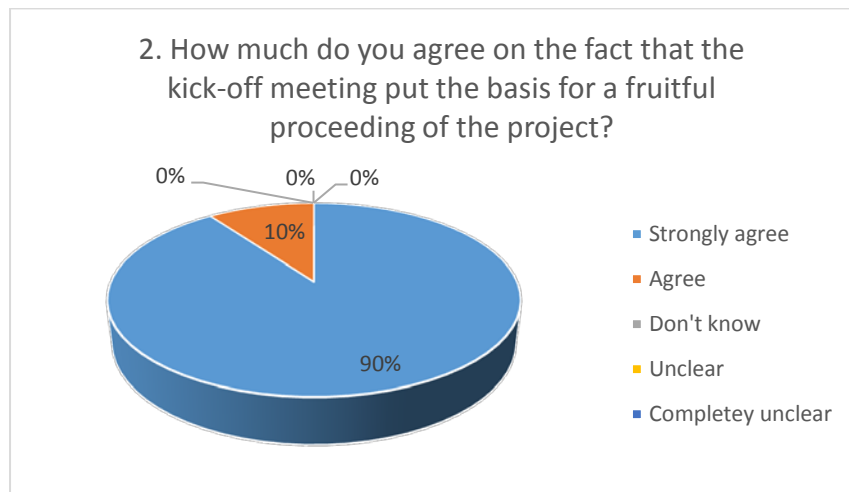
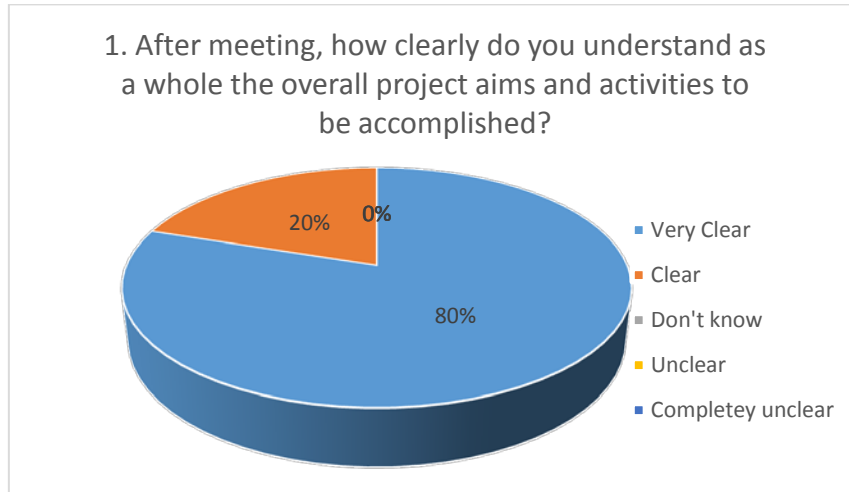
The meeting ends with the realisation of a quality survey of this 1st Transnational Meeting. You can find in Annex the results of this survey. As a summary of the quality survey, we must improve for the following transnational meetings:

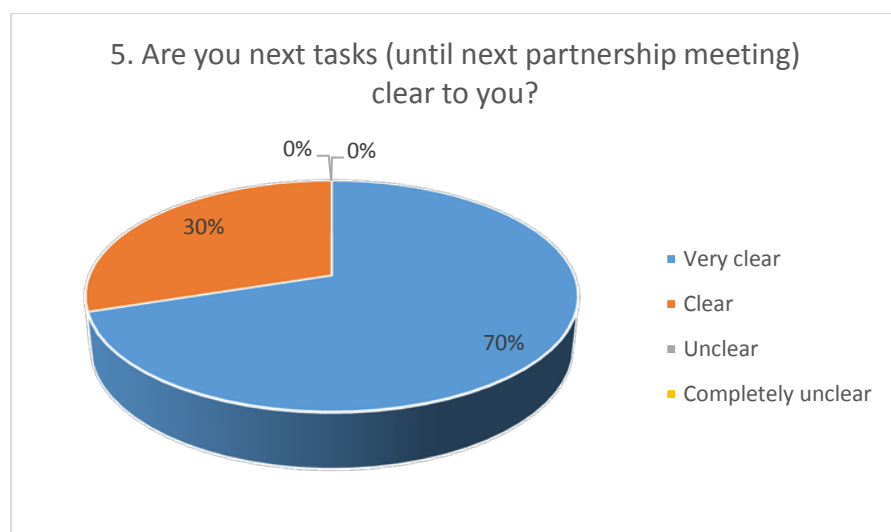
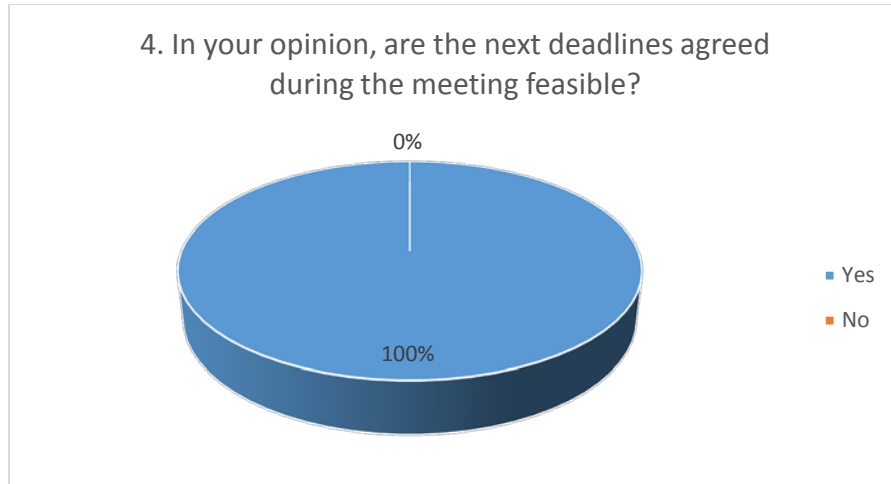
1. Explain better the Financial rules.
2. Follow more the agenda in topics and times.
3. Use more Google Docs.

In general, all attendees were satisfied with the meeting, especially OTUS participation was important to hear the views of an expert.

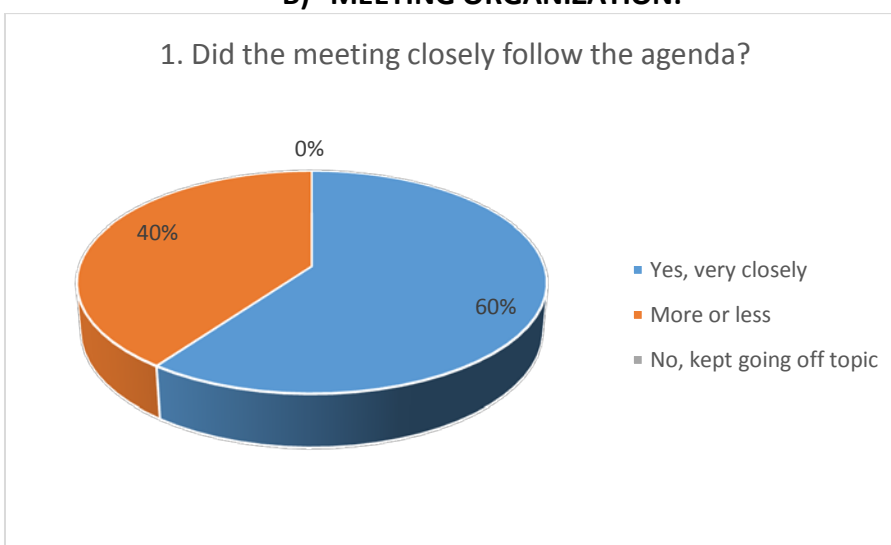
ANNEX: Quality Survey Results

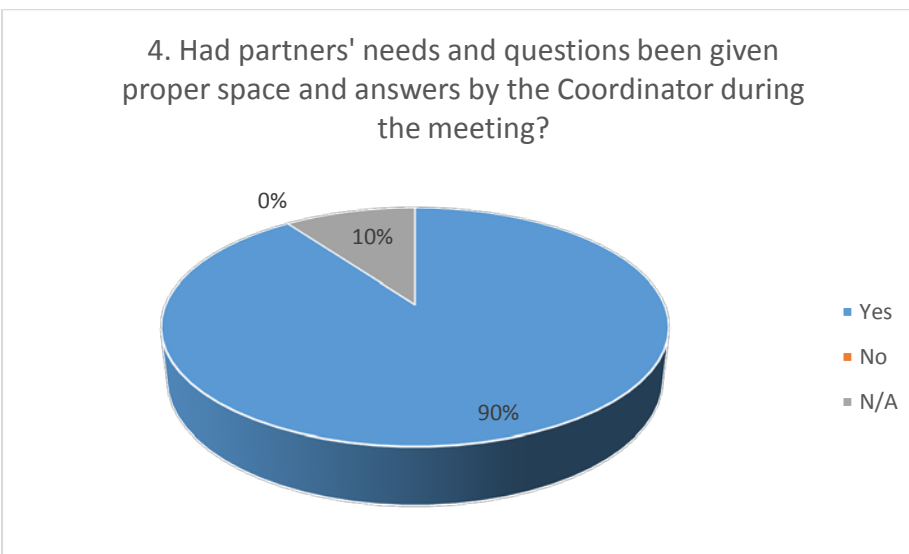
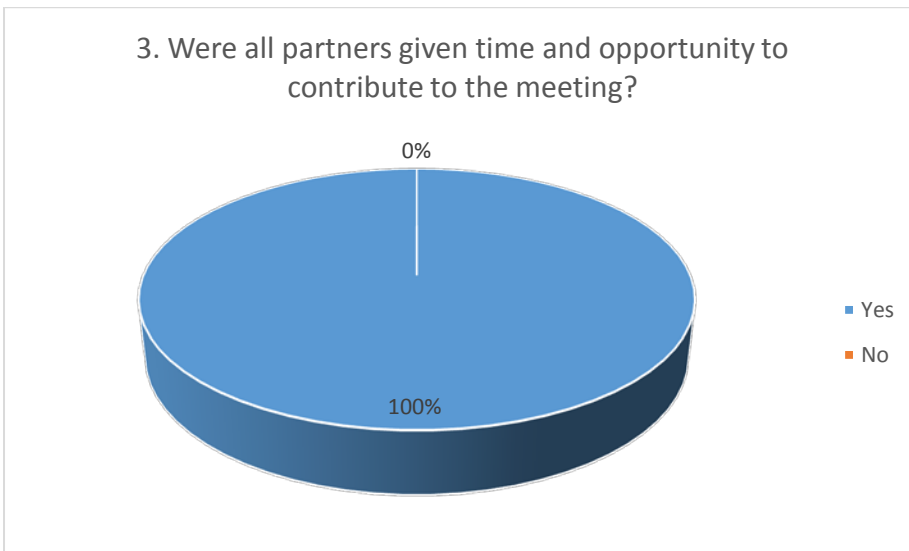
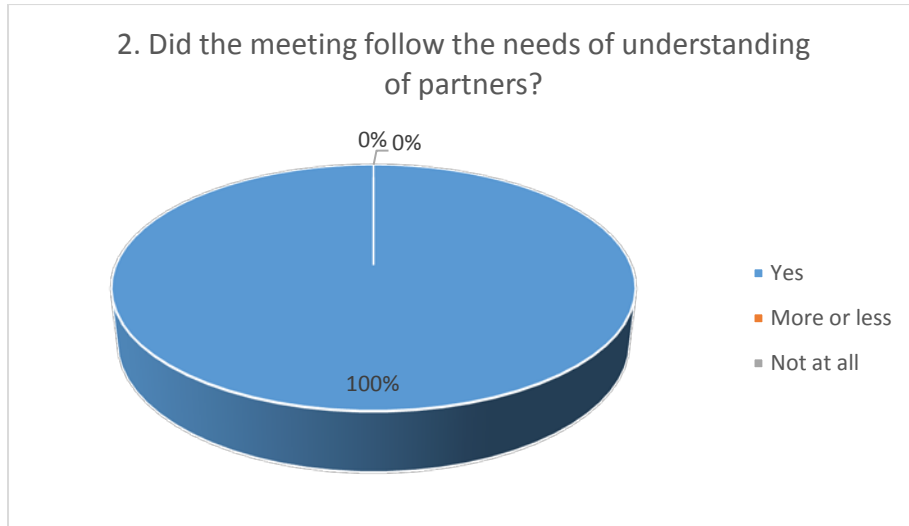
A) THE PROJECT AS A WHOLE:

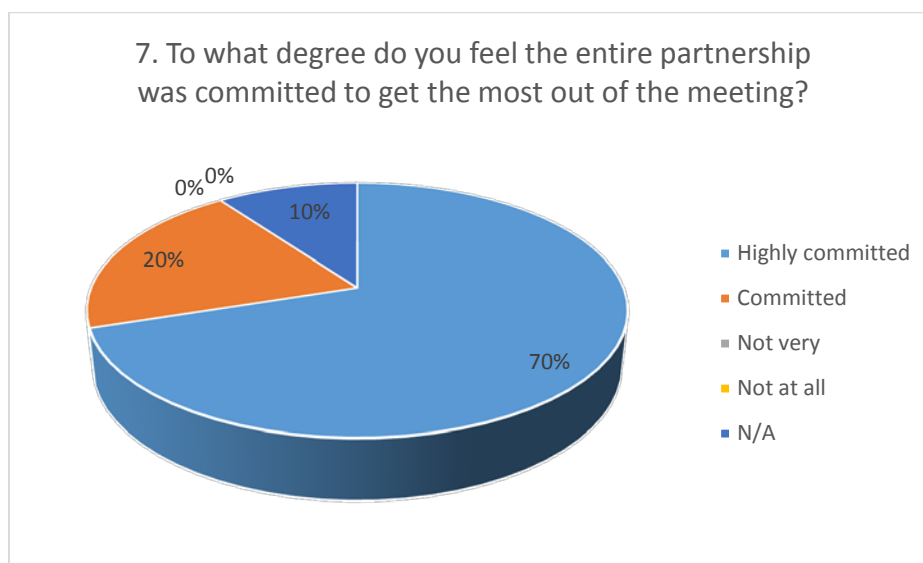
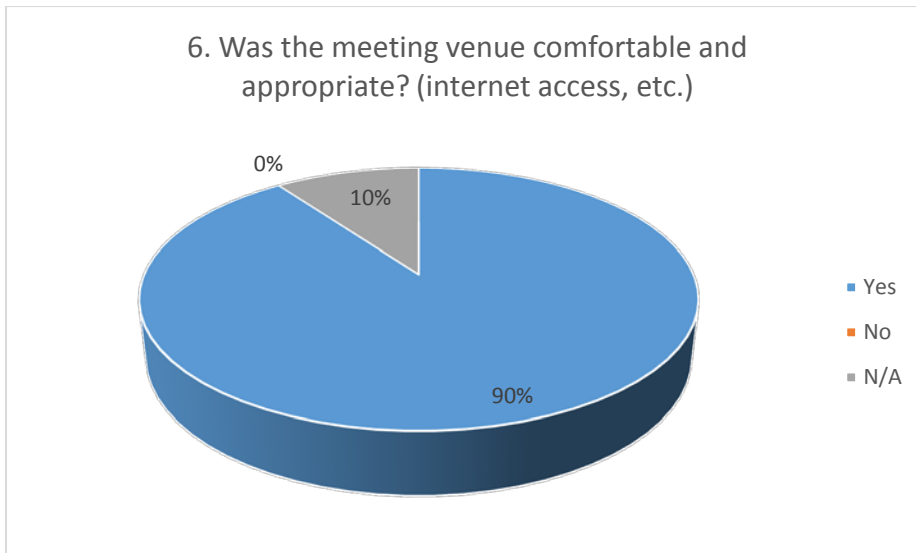
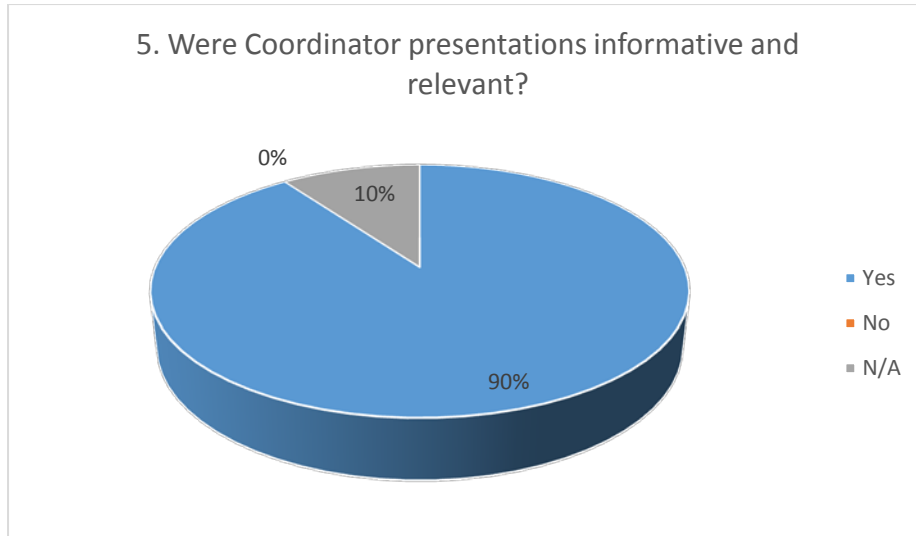




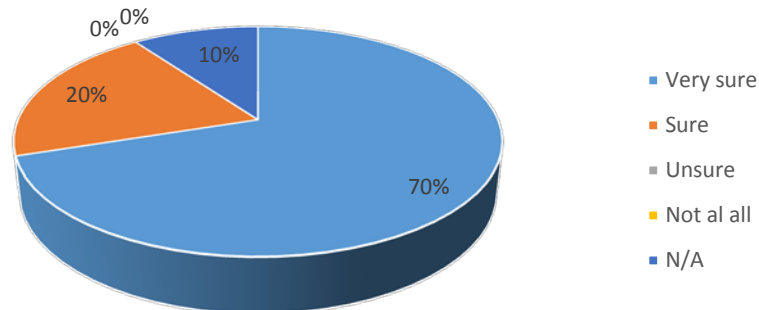
B) MEETING ORGANIZATION:







8. Regarding the Coordinator, to what extent do you feel to be "in good hands" for project proceeding and success?



9	What one area of the kick-off meeting do you think was successful?	Presentation of Mr. Francisco Polo about drones	Drone presentation from OTUS UAV systems	All area were clear enough and that was the target of the meeting	Professional expert from Otus		Presentation of Mr. Francisco polo about the drone	Every area	All think successful	Explain about role and task	Presentation of the componen OTUS's presentati
10	What one area of the kick-off meeting do you think could have been improved, and what can be done about this in future meetings?	We could improve financial rules	More integrated communication application with google docs	None	financial rules		I think that all was OK	Every area was successful	No think for improved!	Follow agenda	
11	How do you think the partnership has worked so far?	Mostly we are at the begining of work	Everything is OK	Very well. We knew each other and that was very important	For the moment: yes			OK	OK	Yes, but all partners know how to do it	Very well
12	Are there any other comments you wish to make?	I think spanish partners did a great job as far and all partners are committed to project	You are very nice hosts. Thank you for your hospitality	No, I'm very happy about the results of the meeting	No		No, aren't	No	No	No, just let's start to work ;)	