



**European
Funds**

Knowledge Education Development

European Union
European Social Fund



Project Final Report

*Doskonalenie Umiejętności Zawodowych Uczniów w Zawodach: Technik
Technologii Odzieży, Technik Przemysłu Mody, Technik Urządzeń i Systemów
Energetyki Odnawialnej.*

2017-1-PL01-KA102-036196

BETWEEN

The Sending Organization

BIELSKA SZKOŁA PRZEMYSŁOWA

The Intermediary Organisation

Euromind Projects SL

AND

The Host Organization

SAFA Nuestra Señora de los Reyes



Training Programme Dates:

29-10-2018 - 09-11-2018

EUROMIND AS PROJECT PARTNER

1. Profile Description

euroMind is an international training consultancy and VET provider with headquarters in Seville and Úbeda in Andalusia (Spain).

euroMind as a training provider delivers vocational education trainings, general and job-related language courses, VET training-related workshops and study visits, workshops on culture, lifestyle and customs of EU countries as well as classes on skilful and effective job search in the EU.

It promotes and delivers trainings for teaching staff and secures work placements and exchange activities for VET students and graduates enabling at the same time young people and professionals to make the most out of opportunities of competencies & skills development offered by European educational programmes.

euroMind in partnership with Andalusian vocational colleges and companies delivers school based vocational trainings for students of different educational fields, such as: CNC, automation, electricity, renewable energy sources, plumbing, industrial and graphic design, 3D design, ICT, electronics, administration.

euroMind as a VET provider works in partnership with a wide array of private companies in almost all the sectors, such as tourism, business administration, medicine, fashion, hairdressing, health & beauty, physiotherapy, marketing, media, advertising, public relations, tourism, IT, social work, logistics, nursing, construction, geodesy, analytics etc.

2. euroMind experience and expertise

euroMind possesses extensive experience and expertise in the field of European mobility projects preparation and management which allows it to assist Spanish vocational colleges and governmental institutions with the preparation of project applications, finding trustworthy and competent host partners in Europe for their project participants, teaching and HR staff.

Over last 3 years euroMind has participated as a receiving – host partner in over 60 mobility projects with the participation of a total of 1800 persons: students from technical and vocational schools, university students, graduates, unemployed and teaching and HR staff. These projects involved partners from Poland, Great Britain, Czech Republic, Slovakia, Germany, Portugal, Turkey, Croatia, Italy, Greece, Bulgaria, Lithuania, Latvia, etc. The full list of projects including numbers and titles is available on the euroMind website: www.euromind.es in the Gallery.



euroMind is also responsible for the participants' linguistic, socio-cultural and practical preparation and also, if necessary, for the project administration and management issues.

euroMind has been participating as a sending and host organization in more than 100 projects including Leonardo Partnership, Erasmus Placement and Leonardo Mobility – PLM, VETpro and IVT and Erasmus + projects.

euroMind monitors that all the required documentation is prepared and submitted on time at every stage of the project lifecycle and makes sure that all the partners carry out their responsibilities.

euroMind participates in seminars organised by ECVET team regarding the use of system of transfer of competences and skills in the vocational training. euroMind experts have extensive knowledge in the field, hence they are able to train their partners on how to make use of this system in their projects.

euroMind has an impressive network of partner companies from different economic sectors. More than 400 entities both private and public cooperate with euroMind in Ubeda, Seville and Cracow. This extensive activity is a perfect guarantee that all the students received by euroMind will be successfully placed.

PROJECT PARTICIPANTS' LIST

Participants' Name	Placement Sector
Adrian Kanik	Solar energy installer
Paweł Bachniak	Solar energy installer
Jakub Duława	Solar energy installer
Grzegorz Kuboszek	Solar energy installer
Jakub Szkucik	Solar energy installer
Mikołaj Kondel	Solar energy installer
Dominik Waluś	Solar energy installer
Jakub Sosna	Solar energy installer
Jakub Kasprzyk	Solar energy installer
Hubert Stec	Solar energy installer



TRAINING PROGRAMME

Host Organization: SAFA Nuestra Señora de los Reyes

Tutor's name: Francisco Javier Hoyo de la Torre

1. Description of the host organization

SAFA Nuestra Señora de Los Reyes is a school complex, located in the heart of Old Town in Seville, with more than 800 students and 30 teachers of whom 10 are vocational education teachers. The school provides all educational levels, excluding university education, starting from primary school to vocational training at basic (professional middle-grade training) and regular level (professional high-grade training). The main VET fields are Microsystem Technologies (basic level) and Network Systems Management (regular level). The infrastructure and professional staff, mostly engineers, graduated from Spanish technological universities, enables SAFA to provide additional training in the field of renewable energy sources (solar energy). The institution possesses a wide experience in the following projects and actions:

- Multilateral Comenius Project: "Tourism and Environmental Protection"
- The Comenius Programme: "Exchange of knowledge and experience in giving IT courses" carried out in cooperation with a vocational school from London ST. Ignatius College and vocational school La Providence from Amiens, France
- The Leonardo PLM Programme under which two graduates of Vocational Education Training in Network Systems Management degree (higher level) did their training in the UK as a result of cooperation with Cardinal Newman College
- Picasso Programme under which two other students of Vocational Education Training in Network Systems Management did their internships in a training centre in Dublin and Milan.

Since the school year, 2009/2010 SAFA has been using its own Erasmus Charter. Moreover, since the school year 2001/02 the school complex is in the possession of quality certification UNE-EN-ISO 9001 and environmental protection certification UNE-EN-ISO 14000 issued by AENOR (Spanish Association for Standardisation and Certification). Besides regular educational programmes, the school is also providing courses and training for unemployed people in the following fields: Industrial Design Auxiliary Engineer (650hours), Office Media Technician, Draftsman-Technician supporting product and industrial systems design in 3D (AutoCAD, Solid EDGE), Computer Science Technician.

2. Description of the training programme and objectives

The training program is divided into 3 stages in accordance to the length of the trainee's stay in the host company

1st Stage

- Getting to know the company tutor and the team
- Getting familiar with the company structure, premises, rules, health and safety procedures
- Getting familiar with the company affairs and projects
- Getting familiar with the extent of the company's business activity: local, regional, national or international
- Providing a brief overview of the tasks and projects the trainee will get involved in
- Getting familiar with the work stand
- Getting to know the programs and applications used by the company
- Getting to know the system of working, timetables and work culture
- Starting to perform job related tasks gradually

After the internship

- Completing training diaries regularly, in particular, taking notes of the tasks delivered and the progress made
- Taking part in Spanish language activities with the aim of breaking the language barrier and improving communication as well as expanding the sector related vocabulary
- Taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)
- Cultural activities involving getting to know Spanish customs, culture and language

2nd Stage

- The trainee will gradually be introduced to more demanding and more complex tasks that require more responsibility. The trainee will be developing their professional skills further as well as slowly taking up new tasks
- Performing job related tasks assigned to the trainee depending on a daily workload, customers' needs, new projects and tasks coming in

After the internship

- Completing training diaries regularly taking notes of the tasks delivered and the progress made
- Taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)

3rd Stage

- The trainee will be given more responsibilities and tasks depending on their development and performance review. During the last week of his or her work placement, the trainee should be able to carry out all the tasks envisaged for him or her in the program
- Performing job related tasks assigned to the trainee depending on a daily workload, customers' needs, new projects and tasks coming in

After the internship

- Completing training diaries regularly taking notes of the tasks delivered and the progress made
- Taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)
- Round up: sharing experiences, presentation of dissemination activities and handing out certificates

2. Main responsibilities & tasks carried out during the training

- Recognizing the qualities of the solar energy and the risks of working with solar energy
- Recognizing the types of photovoltaic cells: polycrystallines, monocrystallines and amorphous
- Measuring voltage and current and using a multi meter according to the inclination grade
- Gathering the panels in series and in parallel, and checking its parameters
- Recognizing and identifying different types of controllers, its programming and functioning
- Checking, identifying and maintaining the batteries and the inverters
- Assembling, calculating and designing a solar installation on a computer
- Assembling an electrical panel, AC power circuits and solar circuits of the house
- Assembling plumbing installation with the solar pump and a solar lamp with twilight switch
- Visiting solar facility of 64 kWp connected to the network and thermosolar facility: Solucar

Adrian Kanik

Tutor's final note

6 (Excellent)

1. Tutor's final evaluation

He was a very hard-working trainee and he demonstrated a lot of enthusiasm to do his work well.

2. Participant's opinion about his/her personal & professional development

For two weeks here I learned a lot of things that I could put into practice. I have come to know quite new ways of using solar energy. Magda showed us many beautiful and important places in Seville. The skills I have gained here will definitely be useful for me to pass my vocational exams. I am very happy to stay here, Magda was a great coordinator, and Manuel was a very good teacher.



Paweł Bachniak

Tutor's final note

5 (Very Good)

1. Tutor's final evaluation

He cooperated well with his group, so that the work was carried out quickly and with high quality.

2. Participant's opinion about his/her personal & professional development

During the two weeks of practice, I learned how to build a solar house consisting of photovoltaics and photothermics. I really liked this project and our trip to Spain. I learned a lot and visited a lot which I enjoyed a lot. Overall, I consider the whole trip to be very successful and I am happy that I could participate in it.





Jakub Duława

Tutor's final note

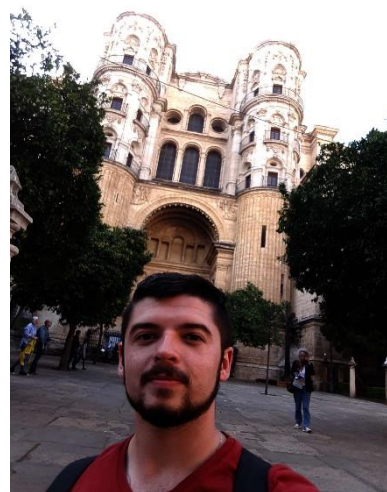
6 (Excellent)

1. Tutor's final evaluation

He completed a very good traineeship. He took initiative for his team and demonstrated good knowledge, whilst carrying out high quality work with speed.

2. Participant's opinion about his/her personal & professional development

I found classes very interesting, I could learn a lot, because the course allowed me to gain a lot of knowledge. The teacher- Manuel was a very competent and willing to help. Our care at the guest house was really great, the food great and the atmosphere was also place great. The time I spent here was the best and I consider it a successful stay in Spain.





Grzegorz Kuboszek

Tutor's final note

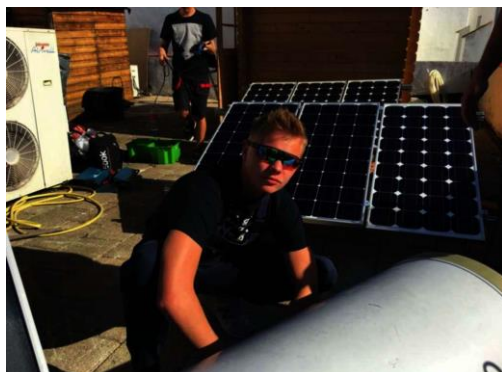
5 (Very Good)

1. Tutor's final evaluation

During his two weeks he has demonstrated a lot of knowledge.

2. Participant's opinion about his/her personal & professional development

My practices in Sevilla were great. My tutor in the school SAFA was cool and friendly. He was explaining everything very well. I also liked the trip to Malaga. The weather was really nice, so we could spend some time on the beach.





Jakub Szkucik

Tutor's final note

6 (Excellent)

1. Tutor's final evaluation

He demonstrated an interest in helping his friends and in carrying out his work well.

2. Participant's opinion about his/her personal & professional development

During my internship in these last two weeks, I have greatly improved my skills in the field of photovoltaics and hydraulics. I have met many interesting people who have helped me and taught me a few Spanish phrases. I am very happy with this trip.



Mikołaj Kondel

Tutor's final note

5 (Very good)

1. Tutor's final evaluation

Generally speaking, he did very well during the training.

2. Participant's opinion about his/her personal & professional development

During the traineeship in Spain at the SAFA school, I improved my skills in the field of photovoltaics and hydraulics. I am very happy with the stay in Spain, I loved it here. I've trained in English and I'm more open. It was great!





Dominik Waluś

Tutor's final note

5 (Very Good)

1. Tutor's final evaluation

He had a good disposition to help his group.

2. Participant's opinion about his/her personal & professional development

I really enjoyed the training in Seville. Manuel, our tutor, was very friendly and thought us a lot of new things. I also really liked the trip to Malaga. I am grateful for the opportunity.





Jakub Sosna

Tutor's final note

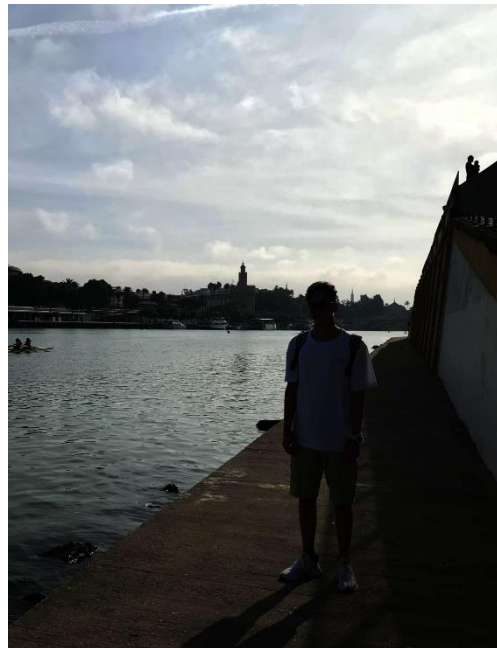
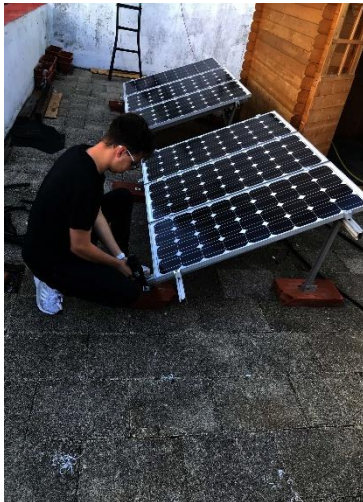
5 (Very Good)

1. Tutor's final evaluation

He worked really well in his group, demonstrating his ability to work in a team.

2. Participant's opinion about his/her personal & professional development

This trip was very nice. For two weeks I learned a lot in the field of energy and improved my level in English. I have learned to assemble solar panels and solar collectors. I really enjoyed the trip and I will not forget it. Magda showed us many beautiful and popular places in Seville. Magda was a great coordinator and Manuel was a very good teacher.



Jakub Kasprzyk

Tutor's final note

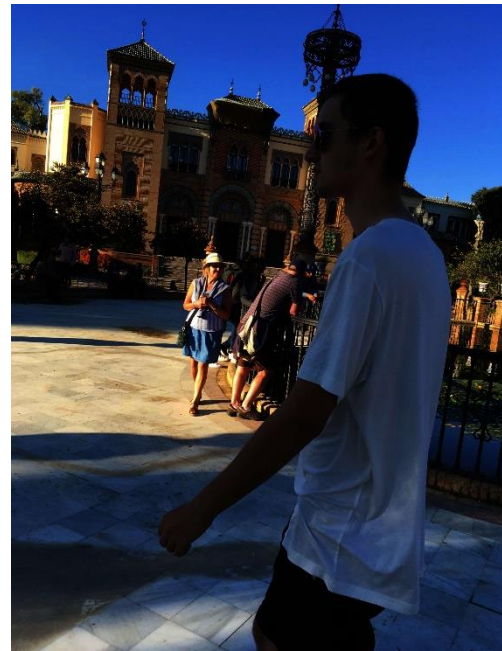
5 (Very Good)

1. Tutor's final evaluation

He positively collaborated with his team.

2. Participant's opinion about his/her personal & professional development

During the 2-week placement in Spain, I improved my skills in the field of photovoltaics and photothermic. I got to know the new technology of producing electricity using mirrors that bring sunlight to one place. I improved my English, mainly by talking to other young people. I liked the internship very much.





Hubert Stec

Tutor's final note

5 (Very Good)

1. Tutor's final evaluation

He demonstrated motivation and interest in working as well as knowledge about the topic.

2. Participant's opinion about his/her personal & professional development

I did my internship in a school SAFA and learnt how to build a solar house. Manuel, our tutor, was great. He showed me a lot of new things. Also our coordinator Magda was very helpful. I am happy I could go to Seville.





PROJECT MANAGEMENT

1. Mobility Project Preparation & Induction

Before the arrival of your trainees in Spain, euroMind provided them with the pre-arrival guide, including useful information, local transport & social life, emergency numbers.

euroMind has also arranged Skype meeting with the participants in order to get to know them and to interview them.

After the Skype interview, euroMind created a Facebook group to which all the selected participants were invited, together with their Teachers. This way euroMind Coordinator had constant contact with the target group already before their arrival in Spain.

euroMind took responsibility for preparing Learning Agreements individually for each participant and made sure that all the parties involved signed all the necessary documents.

On the first day after the arrival, euroMind organized the welcome session during which the participants got to know the euroMind team, were reminded about the programme agenda, accommodation rules and dissemination strategy options.

Later on, the participants were taken for a walk around the neighborhood to get to know the area and find out where banks, mail box, workplace, supermarkets, bus station are.

2. Monitoring & Monitoring

In order to make sure that the objectives of the Learning Agreement were going to be achieved and that the participants would be fully integrated in the companies' work culture, the monitoring was delivered by all of the parties involved in the project.

euroMind assigned a Mentor for the group of participant who was responsible for the introduction of the participants to the host organisation. During the training the Mentor delivered monitoring visits to the host organisation in order to revise the tasks of the trainees, their progress as well learn from the first hand the level of satisfaction of both the participants and the training centre Tutor.

The Mentor in cooperation with the Tutor carried out the evaluations of the trainees in the middle and at the end of the training.

After obtaining the results of the half-way through evaluation, the Mentor met the participants to give them the results of this evaluation. The least favourable results were discussed with the



participants in private so that both the Mentor and the trainees had the comfort of sharing the information and exchanging the opinions and finding solutions to some problematic issues.

The Tutor from the host organisation was responsible for helping, informing and guiding and supervising the work done by the participants. The tutor had regular meetings with the participants in order to assess their progress during the training.

euroMind at the end of the programme during the goodbye session handed out evaluation sheets to the participants so that they could assess their stay in Spain, training programme, as well as the work of the euroMind.

euroMind was also available to the participants 24/7 in case of emergency.

3. Communication

EuroMind takes good care of successful communication between host organizations and trainees. Each evaluation of work is aimed at improving the quality of cooperation. Each party is thoroughly checked and assessed and the necessary improvements are introduced. Moreover, euroMind mediates in this tutor-trainee collaboration by translating and solving language-connected complicated matters.

4. Dissemination strategy

euroMind took active part in the process of preparing and dissemination results of the project together with the sending organisation and participants.

While the trainees were in Spain, euroMind involved them in a number of activities the aim of which was to make students monitor and collect all the information related to the progress of their work placements and stay in Spain. The materials produced by the participant would be then used as tools for disseminating results by the school in their country and by the partner in Spain.

The participants could work in groups or individually. On the first day they needed to decide on the form or forms of recording their professional experiences.

As a rule the whole group needed to create a Facebook fan page as it is an effective and quick means of accessing large numbers of people. What is more, it is a form that appeals to young people as they can share their experiences instantly and receive instant feedback, too. The fan page is always linked to the euroMind's Facebook fan page. The sending organisation was also asked to do the same thing.

This way the material produced by the trainees reached bigger audiences and was more effectively disseminated.

Apart from the Facebook fan page, the trainees were encouraged to prepare a video in English which they would be able to use to disseminate the results of the project back home (conferences, meetings with other students, parents, etc.).

euroMind also disseminates the project at a local level. It organises language and cultural exchanges between the international trainees and students from local vocational colleges. During those meetings both Spanish and International students are involved in a number of activities the aim of which is to get to know each other, share experiences related to work experiences and in general their stay in Spain. The students also exchange information about their countries and cultures.

5. Certification

To validate the acquired skills, the trainees, at the end of their stay, received complete proof of their participation in the project by means of several methods of recognition:

- Training Certificate
- Europass Mobility Certificate
- ECVET



CULTURAL & LINGUISTIC PREPARATION

1. Spanish course: teaching method & participants' outcomes

The group was given very intensive Spanish lessons with our Spanish Teacher. euroMind's teaching methods were very effective as they made learning fun through playing games and creating an enjoyable atmosphere in the class. The Spanish classes can be described by 2 words: dynamic and practical! We used an interactive method of teaching based on learning by practicing. This means that grammar was covered as much as possible by using practical situations. Therefore, speaking and actively using the language is crucial and central in all our activities delivered. After intensive and hard learning the students had a written an exam. All of the participants passed with very good results!



2. Study Visit

Study visit - Abengoa: Abengoa is an international company that applies innovative technology solutions for sustainability in the energy and environment sectors, generating electricity from renewable resources, converting biomass into biofuels and producing drinking water from seawater. The main objectives of the visit are to understand new technologies types, whose operation depends on solar energy, as well as broaden the student's knowledge about thermo-solar technologies and its use in human development.



3. Cultural activities, Andalusian cities & places visited during the programme

Tapas Night: Participating in the Tapas Night is a wonderful opportunity to taste local cuisine, meet euroMind’s team and have lots of fun. Tapas are small portions of various types of typical Spanish food served with a drink. The euroMind team take the participants to a local bar and let them experience a little bit of typically Spanish social ambiance while tasting some Andalusian specialties in the most relaxed place in the whole city, where all young people from the city tend to spend their free time.

Seville Tour: Seville is the artistic, cultural, and financial capital of Andalusia region in the southern Spain. The city is a historical masterpiece full of monuments, gardens and flamenco festivals. The city reflects the harmony between different Christian, Jewish and Muslim cultures and religions. As Seville is the capital and the largest city of the autonomous community of Andalusia, it is easy to get lost here, however thanks to the tour organised by euroMind’s team, the trainees can admire the city safely and in a pleasant atmosphere. The euroMind coordinator helps our trainees understand the city from a historical and artistic point of view, but also gives them some shopping and eating tips. The group is showed the most attractive places where they can go and grab something to eat, drink, have fun or just relax and hang out.

Malaga: Malaga is not only the centre of the night life, shopping, cafés and beach chilling, but is also a perfect place for enthusiasts of a history, art and architecture. The city is one of the oldest one in the world and is wealth of magnificent monuments that will intrigue many enthusiasts of art and history. Participants began to explore the city from the Gibralfaro and Alcazaba Palace. They also saw an old Roman Theatre, the Cathedral, which was built through the XVI- XVIII centuries. Since Malaga is located on the Costa del Sol (Coast of the Sun) which is considered to be one of the most beautiful coasts in Spain, the group also had a chance to take a rest and relax at long and sandy Malagueta Beach by the Mediterranean Sea, where we finished our trip.





SUMMARY OF THE PROJECT

euroMind team did their best in order to deliver the best professional and cultural experience to the trainees of the project being always ready to help, give advice and solve any problems or doubts.

The trainees were fully satisfied with their training. They gained much needed professional experience abroad which is highly appreciated and sometimes even specifically asked by today's employers.

We have no doubt that our trainees will use their new knowledge and experience at their current work in their home country or increase their chances at the labour market and dazzle their future potential employers.

Moreover, the trainees learnt the basics of the Spanish language were able to work in a multi-cultural environment and proved themselves with the ability to work individually as well as in a team.

euroMind team was extremely satisfied with the trainees' involvement in the project and personal interest in whatever they participated in.

This project was very successful and we hope to realize other successful projects with BIELSKA SZKOŁA PRZEMYSŁOWA in the future.

SEVILLA, 09-11-2018

Carlos Hoyo de la Torre

