



DGIV/EDU/GRAZ(2010)45

**Workshop No 3/2010 for ECML National Contact Points (NCP)**

**Graz, 29-30 June 2010**

## REPORT

Online version:

[<http://contactpoints.ecml.at/Workshops>] (restricted access)



### Moderation of the workshops:

- Terry Lamb, President of the World Federation of Modern Language Associations (FIPLV) and co-ordinator of the Language Associations and Collaborative Support (LACS) project [<http://lacs.ecml.at/>];
- Steinar Nybøle, Observer to the ECML Governing Board, National Nominating Authority and former National Contact Point for the ECML in Norway and Governing Board member;
- Alan Dobson, Chair of the ECML Governing Board (moderator of selected sessions);
- ECML staff (Waldemar Martyniuk, Executive Director, Susanna Slivensky, Deputy Executive Director / Head of Programmes, Michael Armstrong, Head of Administration, Margit Huber, Programme and Logistics Assistant, Catherine Seewald, Documentalist, Anna Kehl, Communication Assistant).

### NCP workshop

Participants: 30 representatives of the ECML National Contact Points (NCPs) in 29 member states and in Canada.

Apologised for absence: NCPs of Albania, Liechtenstein, Luxembourg and Sweden.

[List of participants:

<http://contactpoints.ecml.at/LinkClick.aspx?fileticket=553RAqODENw%3d&tabid=2204&language=en-GB>].

### Role of the NCPs

The National Contact Points enable better adaptation of ECML's activities to member states' specific needs, taking of account of their different national contexts.

As far as possible, the Contact Points should consider at national level:

1. circulating information relating to the conditions for participation in the activities of the ECML within the expert community and to possible partners;
2. coordinating the dissemination of information and documentation materials to appropriate national centres or institutions;
3. acting on a national level as an initial information point and as an ECML network partner. This could include:
  - disseminating information relating to the activities of the ECML;
  - answering information requests where possible;
  - providing information on the possibilities offered by the ECML website (interactive communication, downloading of documents, etc);
  - providing feedback to the ECML on suggestions for improvement;
4. promoting the work of their country in the field of modern languages by providing the documentation and resource centre of the ECML with information on language teaching and learning;
5. promoting information on national events in the field of languages (such as conferences, seminars, workshops, etc.) by registering them directly within the ECML "[Events](#)" database.

This description of function is also available on the NCP website

[<http://contactpoints.ecml.at/Workshops/NCPworkshop2930June2010/tabid/2204/language/en-GB/Default.aspx>].

### Links to ECML websites

Some sources quoted in this report are password protected. As a National Contact Point or a National Nominating Authority, you need to register online to access the resources (for any question please contact: [michael.armstrong@ecml.at](mailto:michael.armstrong@ecml.at)).

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The third workshop of the National Contact Points (NCP) for the ECML in 34 member states and in Canada was held in Graz on 29-30 June 2010. The event was linked to the workshop of the ECML National Nominating Authorities (NNA) on 30 June - 2 July (12 a.m.). The second day of the NCP workshop was foreseen as a collaborative day for discussions on common issues with a particular focus on the ECML programme 2012-2015.

## 1. Workshop context, aims, objectives and programme

The ECML's network of National Contact Points was set up in 2001. They operate in 34 member states and in Canada. NCPs are responsible for dissemination of information on the ECML and its work, particularly its publications and other products, to a relevant target audience at local, regional and national level through their own established national networks.

The context of this meeting is detailed in the workshop description

[\[http://contactpoints.ecml.at/LinkClick.aspx?fileticket=8Ab8iwp5jKA%3d&tabid=2204&language=en-GB\]](http://contactpoints.ecml.at/LinkClick.aspx?fileticket=8Ab8iwp5jKA%3d&tabid=2204&language=en-GB).

The ECML secretariat defined the following expected outcomes and outputs in this workshop description:

### Expected outcome of the NCP workshop:

- to further develop cooperation between the ECML and Contact Points;
- to establish/foster links between NCPs and NNAs;
- to share examples of good working practice in dissemination of the Centre's work;
- to review the functioning and use of the NCP website;
- to review the annual task of NCPs to provide reports on their dissemination activities;
- to discuss and receive feedback on the ECML conference 2011;
- to discuss ECML website developments: launch of the new ECML portal, its benefits and the potential for further development of the NCP website [<http://contactpoints.ecml.at>].

### Expected output of the NCP workshop:

- revised (or new) action plans for NCPs' intended dissemination activities with a specific focus on plans for national dissemination of the 2010/2011 Call for tender/proposals;
- NCPs' feedback on ECML draft call for proposals for the programme 2012-2015;
- data from evaluation of the meeting;
- meeting report.

The workshop programme can be obtained at

[\[http://contactpoints.ecml.at/LinkClick.aspx?fileticket=3FZ%2bjQsOzW4%3d&tabid=2204&language=en-GB\]](http://contactpoints.ecml.at/LinkClick.aspx?fileticket=3FZ%2bjQsOzW4%3d&tabid=2204&language=en-GB).

## 2. Follow-up of 2008 NCP workshop: "action plans", reporting on annual activities

At the end of the 2008 NCP workshop, the participants drafted their action plans for each of the 26 member states participating at the workshop and the majority agreed to publish them online on the Contact Points website:

[\[http://contactpoints.ecml.at/Workshops/Workshop2008/Resultsandfollowup/tabid/1353/language/en-GB/Default.aspx\]](http://contactpoints.ecml.at/Workshops/Workshop2008/Resultsandfollowup/tabid/1353/language/en-GB/Default.aspx) / "Action plans in the member states". These action plans reflected strong commitment and motivation for dissemination activities.

The 2010 workshop participants were invited to discuss the follow-up from the 2008 workshop action plans, to share what had happened since then and their experience in reporting on annual activities as NCPs, to briefly describe how these activities fitted in with their daily work and to suggest ways for improving the reporting procedures.

## 2.1. Format of the annual NCP reports

The length of the reports provided by the NCPs upon request from the ECML secretariat generally varies between 2 and 4 pages. Three types of format are mostly used by the NCPs to draft their Annual Activity Report: the ECML template, a personalised report or a PowerPoint presentation. The advantages and disadvantages of using a template or a personalised report were summarised as follows:

	Advantages	Disadvantages
Template	<ul style="list-style-type: none"> <li>- reader friendly</li> <li>- common structure</li> <li>- easy to locate information</li> </ul>	<ul style="list-style-type: none"> <li>- militates against depth; however, you can add links that allow access to more information</li> <li>- leads to report on certain types of activities, not on e-mail activity for example</li> </ul>
Personalised report	<ul style="list-style-type: none"> <li>- more detailed</li> <li>- more in-depth recording</li> </ul>	<ul style="list-style-type: none"> <li>- less systematic</li> <li>- less reader friendly</li> </ul>

## 2.2. Contents of the reports: examples of activities recorded

As every country has its individual educational system each NCP has to find the most effective way for their country to disseminate the information with respect to ECML's work. Dissemination actions as documented in the annual NCP reports vary accordingly and usually include the following activities:

- specification of the different target groups and the targeted actions,
- dissemination of information about the ECML,
- projects with universities,
- contacts with language teacher organisations and associations,
- organising meetings with language advisors and multipliers,
- organising competitions/celebration of good language practice,
- organising seminars with language teachers who participated in ECML activities and workshops,
- setting up pre-service and in-service courses about ECML activities and Council of Europe tools,
- disseminating materials during conferences – exhibitions attended by local educators,
- the European Day of languages is considered as a good opportunity for focusing attention on ECML; celebrating European day of languages by schools - expecting them to send reports of their activities,
- organising national support events with the help of ECML experts,
- feedback on dissemination of workshop content by the workshop participants,
- activities may be developed on a specific website (e.g. collaborative website),
- information published in the News section of the NCP website [<http://contactpoints.ecml.at/News/tabid/1563/language/en-GB/Default.aspx>],
- translation of materials / factsheets,
- information on the publications delivered by the ECML.

The time invested in activities as an NCP varies depending on the specific context. Each NCP needs to find the best and most efficient way to fit it in with national programmes.

### 2.3. Suggestions for future practice regarding reporting procedures

The following recommendations were made in order to improve the reporting procedures in the future:

- It is recommended to keep a regular record of the activities when they happen rather than waiting until the end of the year.
- Less is more: a short report makes it more readable.
- At the beginning of the report a short paragraph about each NCP should be included to put the information into context (who is the NCP – institution, role, stakeholders, national context and key priorities, how these priorities align with the ECML ones, etc.).
- The report could include activities related to languages, but not directly related to the ECML.
- A searchable database by theme and target audience could be helpful.
- More time should be spent on the impact and on lessons learned from own practice and from others' experiences.
- The reports could help identify gaps in terms of sectors and countries and gaps between researchers and practitioners.

As a result of discussions the NCPs put forward the following questions and requests:

- clarify whether the annual NCP reports should be descriptive or also evaluative;
- specify the objective and target groups of the reports;
- in order to get an idea of the impact of ECML work at national level, an open-ended question could be added in the annual activity report such as "Can you give an example of the impact of ECML work in your country?" (suggestion by the ECML secretariat);

**ECML secretariat's comment:** *these three issues will be discussed during a programme evaluation meeting in December 2010; NCPs will be informed about possible changes.*

- highlight unique practices (for example language bus in Finland driving around the country to promote the CEFR and the language teaching programme);

**ECML secretariat's comment:** *following up the discussions at the NCP workshop the ECML revised its procedure concerning the annual NCP reports. As from reporting on 2010:*

- *we will ask NCPs to provide the annual NCP report by 15 December of the relevant year;*
- *in addition to listing the activities, NCPs will be asked to highlight one or two activities considered as most interesting/innovative/successful by NCPs;*
- *these highlights will be posted on the NCP website (under "News") and will be included in the ECML annual report (the reason for the early deadline);*
- *if this early deadline of 15 December cannot be met the annual NCP report can be sent by 31 January and will be uploaded to the NCP website;*
- *NCPs are invited to send comments on this revised procedure.*
- send the combined reports to all NCPs;

**ECML secretariat's comment:** *on the NCP website a section entitled "Annual reports" has been created. This site provides access to the annual reports of the ECML (promotional and full versions), and the annual reports of the NCPs.*

- inform the NCPs how secure the NCP website is and why secure sections are needed;

**ECML secretariat's comment:** *the secretariat confirms that the NCP website is secure. The platform provides open access to the news page and the country specific pages. As the space including internal information and data on the network's working processes has no public relevance, it has been decided to restrict its access to the registered NCPs, the National Nominating Authorities and the Governing Board members.*

### 3. ECML website dedicated to the National Contact Points

#### 3.1. Website presentation [<http://contactpoints.ecml.at>]

For every ECML member state and Canada the Centre hosts web pages providing the following information:

- information about the National Contact Point(s): contact details, professional context, services, reference website,
- annual activity reports including the initiatives of the NCP (since 2006),
- selected information sources and resources in the field of language education in the country: institutions, associations, educational press, newspapers, radio stations,
- ECML fact sheets and publications translated in the national language(s),
- information and resources related to the co-operation between the country and the Council of Europe (Council of Europe page dedicated to the country, *Common European Framework of Reference for Languages*, *European Language Portfolio*, Language education policy profile, Council of Europe office where relevant, etc.).

The country pages may also include:

- brief information about nomination procedures for ECML workshop candidates (provided by the Nominating Authorities as a result of discussions at their workshop day on 1 July),
- survey results among participants nominated for ECML activities,
- national education system with regard to languages,

Since 2009 each country page has been supplemented with a new section entitled "Experts involved in ECML activities" in order to highlight national expertise, to encourage exchange and synergies, and to foster local, regional, national and international cooperation. This section provides the contact details and professional background of the coordinators and team members of the ECML projects 2008-2011, as well as the contact details and workshop reports of experts nominated as national representatives for ECML workshops held between 2008 and 2011 who accept to act as multipliers.

Furthermore it has been decided to remove the fora and calendars from the country pages as the features were not widely used in the past two years. These features may be reactivated at any time if required by individual NCPs.

#### 3.2. A concrete example: Norway

The web pages dedicated to the NCP in Norway were presented by Steinar Nybøle as a concrete example:

- ECML web pages:  
<http://contactpoints.ecml.at/Nationalcontactpoints/Norway>
- Website of the Nasjonalt senter for fremmedspråk i opplæringen (Halden, Norway):  
<http://www.fremmedspraksenteret.no/>

The web pages dedicated to the ECML on the *Fremmedspraksenteret* [<http://www.fremmedspraksenteret.no/index.php?ID=10952>] are used as the key instrument to attract candidates for ECML workshops. They include in particular information about the services provided by the NCP, the ECML, its programme of activities 2008-2011, past and current workshops and workshop results, as well as links to the ECML website wherever this may be relevant. Contents are available in Norwegian and partly translated into English, French, German, Spanish, and Russian.

### 3.3. Further measures to develop and promote the NCP website

The NCP website registers 10 000 to 15 000 page views per month. The website is more frequently visited than the ECML project websites (5 000 to 10 000 views per month). However, compared with the website dedicated to the European Day of Languages (up to 330 000 page views in September), there is potential to increase the number of visits of the NCP website.

The following measures considered to develop, promote the NCP website and increase the amount of online traffic were discussed at the workshop (and partially put in place by September 2010):

#### a) ECML initiatives

In the public access area:

- a new menu item entitled "Evaluation" has been added to the site [<http://contactpoints.ecml.at/Evaluation/tabid/2183/language/en-GB/Default.aspx>] to access resources related to evaluation, benefits and impact of ECML activities and including programme evaluation results from the ECML and impact studies from the member states. National studies will also be offered on the respective country pages;
- a brief description of the national nomination procedures as submitted by the NNAs and their contact details will be added shortly;
- other upcoming ECML initiatives:
  - to add the contact details of the national relays for the European Day of Languages (EDL);
  - to provide linkage between the EDL and the NCP websites;
  - to include information about the Call for proposals for the next ECML's programme of activities 2012-2015 and national events promoting the Call;
  - to provide the possibility to subscribe to the European Language Gazette, the ECML online newsletter, on the NCP website (6 500 subscribers);
  - to provide better linkage to the NCP website on the main ECML website (in development);
  - to include new graphic elements to make the site more attractive [see for example: <http://contactpoints.ecml.at/Home/Caroussel/tabid/2179/language/en-GB/Default.aspx>].

In the restricted access area

- the 'Workshop' section has been reorganised and now includes the working documents and results of the NCPs' workshops 2008 and 2010, as well as the NNAs' workshop 2010 [<http://contactpoints.ecml.at/Workshops/tabid/2175/language/en-GB/Default.aspx>].



*b) Suggestions for the NCPs as discussed at the workshop*

NCPs are invited to check the links provided on their country page at least once a year and to send updated – or new – data to the ECML ([catherine.seewald@ecml.at](mailto:catherine.seewald@ecml.at)). In addition, the following measures may be considered by the Contact Points:

- to add a link to the NCP website on the NCP's institutional site;
- to provide links to ECML project results which are of special interest to their country;
- to provide a link to and/or to use the ECML experts database to promote/identify (inter)national expertise in specific fields of interest  
[\[http://www.ecml.at/Resources/Experts/tabid/115/language/en-GB/Default.aspx\]](http://www.ecml.at/Resources/Experts/tabid/115/language/en-GB/Default.aspx);
- to provide a link to and/or to use and the ECML's international events calendar to promote (inter)national events in the field of language education  
[\[http://www.ecml.at/Resources/Internationaleventscaendar/tabid/165/language/en-GB/Default.aspx\]](http://www.ecml.at/Resources/Internationaleventscaendar/tabid/165/language/en-GB/Default.aspx);
- to publicise a news item in the News section on the NCP website to share and promote particular national developments which may be of interest to an international audience (contact: [catherine.seewald@ecml.at](mailto:catherine.seewald@ecml.at)).

Moreover, comparative data on language education in the ECML member states and in Canada may be provided on each country page. For this purpose the NCPs reflected on standard questions related to the national language education system which may be publicised on each country page together with the NCPs' answers. The twenty-six questions collected during the workshop relate to languages in society, attitude towards languages, national language policy, language provision, the organisation of language education, teaching methods and approaches, teacher training, the CEFR use, assessment and examinations, and quality assurance. They will be analysed by the ECML secretariat which will select five of them after the workshop and submit them to the NCPs for final approval. Particular attention will be given to avoid duplication with EU comparative studies.

Other suggestions are also welcome [contact: [michael.armstrong@ecml.at](mailto:michael.armstrong@ecml.at)].

#### 4. New promotional resources

##### 4.1. ECML file on its 15<sup>th</sup> Anniversary

The participants were informed about the ECML event planned on 1 and 2 July 2010 to celebrate its 15<sup>th</sup> anniversary and to look towards the future role of the Centre. Announcements, press releases, and a Council of Europe thematic file have been published on this major event and may be used by the NCPs and NNAs for further communication actions.

- Council of Europe thematic file on the ECML in English, French, German, Italian and Russian: [\[http://www.coe.int/t/dc/files/events/2010\\_graz\\_15ans/default\\_EN.asp\]](http://www.coe.int/t/dc/files/events/2010_graz_15ans/default_EN.asp)
- Council of Europe press release in English, French, Italian and Russian: "Bridging the gap between language policy and practice: European Centre for Modern Languages celebrates its 15<sup>th</sup> anniversary"  
[\[https://wcd.coe.int/ViewDoc.jsp?Ref=MA076\(2010\)&Language=lanEnglish&Ver=original&Site=DC&BackColorInternet=F5CA75&BackColorIntranet=F5CA75&BackColorLogged=A9BACE\]](https://wcd.coe.int/ViewDoc.jsp?Ref=MA076(2010)&Language=lanEnglish&Ver=original&Site=DC&BackColorInternet=F5CA75&BackColorIntranet=F5CA75&BackColorLogged=A9BACE)

- ECML announcements:
  - “15<sup>th</sup> anniversary: productive cooperation between the EC and the ECML”  
[<http://www.ecml.at/News/tabid/122/language/en-GB/NewsId/16/15th-anniversary-productive-cooperation-between-the-EC-and-the-ECML.aspx>]
  - “ECML celebrates its 15<sup>th</sup> anniversary”: [<http://www.ecml.at/News/tabid/122/language/en-GB/NewsId/11/ECML-celebrates-its-15th-anniversary.aspx>]

#### 4.2. ECML fact sheets: translations into national languages

The participants took note that the new ECML fact sheets are available in 20 languages thanks to the translations coordinated by the NCPs. Currently they are available in Albanian, Armenian, Bosnian, Croatian, English, Finnish, French, German, Irish, Lithuanian, Maltese, Montenegrin, Norwegian - bokmal, Norwegian - nynorsk, Norwegian - saami, Polish, Romanian, Serbian, Slovak, and Slovenian. They can be accessed on the main ECML website [<http://www.ecml.at/Aboutus/Pressandinformation/tabid/150/language/en-GB/Default.aspx>] and on each country page on the NCP website [<http://contactpoints.ecml.at>].

Additional language versions are welcome (contact: [information@ecml.at](mailto:information@ecml.at)).

#### 4.3. ECML fact sheet on the Professional Network Forum and Graz Declaration 2010

The participants took note that the INGO-Professional Network Forum on Language Education was founded at the ECML on 7 January 2010. The Forum brings together eight renowned international associations working in this area (AILA, ALTE, CercleS, EALTA, EAQUALS, CEL/ELC, FIPLV, ICC) and OLBI of the University of Ottawa, all of which had signed bilateral cooperation agreements with the ECML and have competences relevant to policy, research and practice in language education. The Graz Declaration 2010 provides the basis for the activities to be undertaken by the new Professional Network Forum.

[ECML web page: <http://www.ecml.at/Aboutus/ProfessionalNetworkForum/tabid/137/language/en-GB/Default.aspx> ;  
[ECML fact sheet](#):

#### 4.4. Annual report 2009 of the ECML: promotional brochure

The ECML's work in 2009 has been specially highlighted in a promotional brochure which was sent in July 2010 to the NCPs, the NNAs, the Governing Board members of the ECML, the Professional Network Forum, the Council of Europe Education Committee, and the Permanent Representatives of the member states to the Council of Europe  
[<http://contactpoints.ecml.at/Resources/Annualreports/tabid/2208/language/en-GB/Default.aspx>].

#### 4.5. Film on the European Language Portfolio

In June 2010, a film (15 minutes) was produced in German by the Language Network Graz (Sprachennetzwerk Graz, <http://www.sprachennetzwerkgraz.at/>) to promote the use of the *European Language Portfolio* among potential stakeholders (institutions, teachers, students, parents, etc.). After a first preview more than half of the NCPs and NNAs ordered the featured documentary in English, French and German. The ECML is now looking into possibilities for translation, dubbing and subtitling. If more NCPs or NNAs are interested, they are invited to contact the ECML Secretariat ([anna.kehl@ecml.at](mailto:anna.kehl@ecml.at)).

## 5. Benefits and impact of ECML involvement from the NCPs' perspective

With reference to feedback reports on “Benefits and impact of being a member state of the ECML” provided by the ECML’s NNAs [<http://contactpoints.ecml.at/Evaluation/tabid/2183/language/en-GB/Default.aspx>] NCPs reflected on the potential benefits of involvement with ECML for different target audiences in their countries, and on possible ways to measure the impact of these benefits. According to NCPs the benefits of involvement with ECML include:

- practical application of Council of Europe (incl. ECML) tools: e.g. use of tools for language education such as the *European Language Portfolio* and the *Common European Framework of Reference for Languages*;
- exchange of knowledge, expertise and practice between professionals from different countries;
- involvement of teacher trainers in dissemination and exchange of innovative practice in language teaching;
- setting up of and involvement in (regional) networks;
- involvement in promoting and research activities;
- connecting theory and practice;
- awareness raising via workshops.

Both qualitative and quantitative measurement of impact may be considered. Qualitative aspects focus on outcomes and methods in a long-term perspective, whereas quantitative data cover, for example, project output, the number of publications and participants, events and follow-up activities.

The following methods, which will require further elaboration, were identified for measuring the impact of the benefits indicated above:

- follow-up with participants: on the basis of the participants' reports and contacts with them to see what has taken place following the ECML workshops;
- results from surveys and impact studies among workshop participants (for one example, see the results of the survey conducted in France among teacher trainers involved in ECML workshops from 2006-2009 [<http://contactpoints.ecml.at/nationalcontactpoints/france>, “Survey among teacher trainers involved in ECML workshops from 2006-2009”, French only];
- practical links with the teaching practice should be highlighted;
- verify which sectors were reached;
- improvement of learner performance: e.g. is learner performance better after implementing CLIL?
- degree of awareness raising among teachers: how much do teachers know about the ECML;
- document by whom and where Council of Europe (incl. ECML) tools are used (e.g. the CEFR in curricula, testing and assessment, the European Language Portfolio in the classroom, the implementation of EPOSTL by teachers in their context);
- growing number of students attracted by language studies;
- regular participation of experts from each country in ECML workshops.

## 6. ECML evaluation scheme

Identifying and selecting experts who will be involved in the ECML's work and contribute to the dissemination of the results achieved within the national context are crucial for the impact and long term success of the Centre's activities and the implementation of innovative approaches in language education in the member states. For this reason one of the main challenges – which requires coordinated efforts of NNAs and NCPs – is how to ensure both that national experts are attracted to ECML events and that the profiles for workshop participants are fully met through the national nomination process.

The ECML evaluation scheme which applies to its programme of activities 2008-2011 may help to evaluate the benefits and impact of ECML activities at national level and to further reflect on nomination procedures.

### 6.1. ECML overall evaluation scheme

The participants took note of

- the ECML's overall evaluation framework [<http://www.ecml.at/Activities/Programme20082011/QualityassuranceECMLprogrammeevaluation/tabid/163/language/en-GB/Default.aspx>];
- the results of the most recent post-event and impact surveys carried out in 2009 among participants in central workshops, regional workshops, network meetings and national events, and the project teams which show to what extent the ECML events meet the experts' expectations, how satisfied they are with the quality of services provided by the Centre, in particular with the pre-event information received, the facilities and the infrastructure, as well as accommodation and travel arrangements. Moreover, results of the survey provide evidence on the impact of ECML activities achieved in terms of competence development, involvement in professional networking, influence on reform processes within the professional environment and quality aspects of language education introduced and/or promoted in the participants' context [<http://contactpoints.ecml.at/Evaluation/tabid/2183/language/en-GB/Default.aspx>];
- detailed results of post-event and impact surveys of workshops in 2008, 2009 and 2010 [<http://govboard.ecml.at/Programme>].

Workshop participants were informed that the detailed data on evaluation results are available upon registration only.

### 6.2. Project evaluation exemplified by the project “Language Associations and Collaborative Support - LACS”

Terry Lamb, the coordinator of the LACS project [<http://lacs.ecml.at>] illustrated how a concrete project is evaluated throughout its lifetime.

Each project has its own evaluation plan provided by the team at the beginning of the projects. Each project website includes the password protected section entitled ‘Management Plan’ consisting of an action plan specifying the series of activities planned for the project, the project evaluation plan and a procedure for quality control (indicators of achievement methods applied), as well as a dissemination plan for the project results [<http://lacs.ecml.at/ManagementPlan>].

Project evaluation involves an annual procedure based upon an annual plan of intended activities, output and outcomes drafted by the coordinator and reviewed by the project consultant. At the end of each year the coordinator produces a report referring to the annual plan as a means of self-assessment. The annual report of every project team is evaluated by the project consultant who provides a summary report on all the projects he/she is monitoring. The evaluative feedback of the consultants is included in the ECML annual report.

## 7. ECML programme 2012-2015

### 7.1. Presentation

Draft Call for submissions for the 4<sup>th</sup> ECML medium-term programme of activities, document DGIV/EDU/GRAZ(2010)36:

[\[http://contactpoints.ecml.at/LinkClick.aspx?fileticket=z9evFDi%2b4NQ%3d&tabid=2205&language=en-GB\]](http://contactpoints.ecml.at/LinkClick.aspx?fileticket=z9evFDi%2b4NQ%3d&tabid=2205&language=en-GB)

The concept for the Call for submissions for the 4<sup>th</sup> medium-term programme of activities of the ECML (2012-2015) as laid down in the internal working document DGIV/EDU/GRAZ(2010)36 emerges from a large-scale consultation process with the ECML stakeholders and will serve as the basis for drafting the Centre's Call for proposals 2012-2015. The feedback received during the NCPs and NNAs' workshop will be taken into account in the draft version of the Call to be discussed and adopted by the Governing Board of the ECML during its 19<sup>th</sup> meeting on 20-22 October 2010. The finalised version will be published at the beginning of November 2010. Submissions can be made until 1 May 2011.

### 7.2. Input from NNAs and NCPs

Participants found the following **aspects of the draft Call most attractive**:

- the coherence, continuity concept and long-term vision of the new programme structure will better meet the needs of national policies;
- the inclusive and learner-centred approach (all languages for all learners);
- the shift from the teacher to the learner is much more comprehensive and should lead to more concrete outputs;
- project focusing on vocational schools;
- the new emphasis on both formal (classroom) and outside (informal) education;
- the high relevance of lifelong learning (p. 8 of the Draft Call, project D.7);
- the opening from development to mediation;
- further improving dissemination of ECML work (projects M.1, M.2, M.3);
- the balance between pre-defined and open projects;
- personalised project titles.

The draft Call for submissions 2012-2015 faces the following **thematic, operational and strategic challenges**:

- motivation, for example: motivating parents and stakeholders; how to motivate students to learn languages other than English; how to convince teachers to take on board this comprehensive approach – the idea that all teachers have a role in education/that modern foreign language teachers think beyond the one/two languages they teach;
- mediation & measurement (impact);
- broad focus versus concrete projects: finding a balance between the “visionary” and the “practicability” aspect;
- getting familiar with the tools;
- a wider and more diverse stakeholder audience means greater and more intensive dissemination efforts; implications for nomination procedures and dissemination strategies.

The following **adaptations are recommended** to draft the final Call:

- too generalised or confusing terminology should be avoided and concepts should be formulated more explicitly; the concepts of “linguistic integration”, “minorities” (minorité/majorité, langue majoritaire/langue d’enseignement), “regional dissemination” and “regional cooperation” need in particular to be clarified;
- the topics for the Call for proposals need further elaboration (for example “formative assessment” - need to show the link/relationship to summative assessment, p. 10 of the draft Call);
- there should be a balance between majority and minority languages;
- learners with special needs (e.g. blind people) should be taken into consideration;
- the project results should be more explicit in terms of learner outcomes (e.g. clarify what “innovative” means);
- the profile of target groups should be better specified;
- all titles should be personalised.

### 7.3. Dissemination of the Call for submissions: suggestions by the ECML secretariat

The ECML proposes to use the measures outlined below for promoting the Call for the ECML 4<sup>th</sup> medium-term programme. Following the approval of the Call by the Governing Board the document will be published in November both in electronic format and hard copy and distributed to the following key networks in language education:

#### ECML/Council of Europe networks

- National Contact Points
- National Nominating Authorities
- Governing Board members
- Professional Network Forum partners
- Current/ former team members, associate partners, consultants and participants and the language professionals listed within the ECML experts’ database
- Language Policy Division
- European Charter for Regional or Minority Languages
- European Wergeland Centre.

#### External networks

- Cultural institutes
- European Commission
- Language Network Graz (Sprachennetzwerk Graz)
- Other international organisations working in the field of language education
- Ministries of education of non-member states
- Other relevant associations
- Language education journals.

#### Supporting instruments/ materials

- A dedicated website
- A special issue of the European Language Gazette (end of November/beginning of December 2010) will be sent to the 6 500 subscribers
- A short flyer summarising the themes
- A press release on the Call itself in English, French and German (it may be translated into national languages with the kind assistance of the NCPs and/or NNAs)
- A PowerPoint for presenting the Call.



### Events presenting/promoting the Call

Member states will be encouraged to host **national events** promoting the Call or to use appropriate events which are scheduled between November 2010 - April 2011 for presenting the Call. Support from the ECML will take the following form: ECML funding of (maximum) one local organiser, one national ECML expert and a European expert (or a member of the secretariat for certain events). Neighbouring member states would also be encouraged to organise joint events. Up to 34 events will be supported. In addition, there will be **secretariat missions** and **ECML experts' involvement in major language education conferences/events** such as the Language Policy Division's Policy forum in Geneva in November 2010 and the events of the partners in the Professional Network Forum. There is also the possibility of a virtual **online conference** on language education.

## 8. Communication and dissemination: next developments

### 8.1. New ECML website

By Autumn 2010 a completely revamped version of the ECML website will be launched in September 2010. This new version aims to

- use the same content management platform as the project and NCP websites of the ECML;
- highlight ECML publications and key resources;
- provide pathways for different target publics (experts, non-experts, policy-makers, ECML stakeholders such as NCPs, NNAs, Governing Board);
- facilitate wider communication and social networking;
- facilitate navigation;
- improve the service function (interactive databases);
- link all platforms coherently (projects, NCPs, Governing Board);
- improve accessibility, attractiveness, transparency.

The ECML welcomes any feedback and comments relating to this new website (contact: [michael.armstrong@ecml.at](mailto:michael.armstrong@ecml.at)).

### 8.2. Conference 2011

2011 represents the culmination of the *Empowering language professionals programme* with a large-scale conference to be held in Graz from 29 September (afternoon) to 1 October 2011.

Up to 250 participants will be expected to the event. Each member state will be invited to nominate two representatives.

The primary aim of the conference will be to disseminate the work of the ECML programme of activities 2008-2011 by presenting good examples which could be shared with others and to serve as a platform to launch the 2012-2015 programme of the Centre.

The set-up will be similar to the closing conference held in 2007. The Centre will organise a project exhibition and is examining the possibility of developing materials for wide-scale dissemination.

### 8.3. Dissemination of project publications 2008-2011

The project publications 2008-2011 will be displayed at the project fair within the framework of the closing conference 2011.

In December 2011 the publications will be sent to the NCPs, NNAs and the other ECML stakeholders. All publications will be downloadable for free from the ECML website. Paper copies can be ordered for free as long as ECML stocks are sufficient. A certain number will be made available through the Council of Europe's bookstore in Strasbourg.

Interested parties are encouraged to translate ECML publications (which requires a Council of Europe authorisation to be obtained through the ECML) to use them in a national context. The translated publications will be provided on the ECML website for free.

### 9. Workshop evaluation by NCPs: participants' feedback

At the end of the first workshop day participants were asked to do an interim evaluation. Their feedback was taken into account for discussions of the second workshop day.

Based upon the following expected outcomes and outputs of the NCP workshop the following results can be put forward:

#### With regard to outcomes of the NCP workshop:

- the cooperation between the ECML and contact points was strengthened;
- links between NCPs and NNAs were strengthened;
- good working practice in dissemination of the Centre's work was presented and discussed (see points 2.2. and 5.);
- the further development of NCP websites was discussed (see point 3.);
- the annual task of NCPs to provide reports on their dissemination activities (see points 7.3 and 8.) was reviewed;
- plans for the ECML conference 2011 were discussed (see point 8.2.) ;
- ECML website developments were discussed (see point 8.1.).

#### With regard to the output of the NCP workshop:

- Proposals for the NCPs' annual reports listing dissemination activities were collected; ideas for dissemination of the 2010/2011 Call for submissions were discussed (see points 2. and 7.3.);
- NCPs' feedback on the draft Call for the ECML's 2012-2015 programme was recorded (see point 7.2.);
- data from evaluation of the meeting is available on the website [\[http://contactpoints.ecml.at/Workshops/NCPworkshop2930June2010/tabid/2204/language/en-GB/Default.aspx\]](http://contactpoints.ecml.at/Workshops/NCPworkshop2930June2010/tabid/2204/language/en-GB/Default.aspx)
- meeting report.





The feedback questionnaire of the workshop was completed by 24 (out of 30) participants at the end of the second workshop day. Open comments included praise of the well structured programme and useful, very informative input from the moderators and ECML secretariat. In addition, participants expressed a need for additional workshop documentation in the form of handouts and Powerpoint files to accompany presentations. Participants were pleased to have been given the opportunity to meet colleagues from other countries and to explore ways of developing cooperation between NCPs and NNAs. Finally, some comments indicated that the profiles of NCPs and NNAs should be more clearly defined by the ECML secretariat.

With regard to quantitative results of the questionnaire targeting the ECML programme objectives competences – networks – impact – quality the workshop participants provided the following feedback:

1. This event has contributed to developing my professional competence: 95 % strongly agreed or agreed.
2. This event has motivated me to become more active in networking with the professional community: 91 % strongly agreed or agreed.
3. This event encouraged me to play a more influential role in reform processes in my professional environment: 87 % strongly agreed or agreed.
4. This event highlighted quality aspects of language education that I will promote in my professional environment: 70% strongly agreed or agreed.

In conclusion, 95 % of the participants state that this event has met or exceeded their expectations.

The full workshop evaluation results are available at

<http://contactpoints.ecml.at/Workshops/NCPworkshop2930June2010/tabid/2204/language/en-GB/Default.aspx>].

The ECML secretariat would like to thank all participants for their inspiring contributions and for their commitment to cooperation with the ECML.

The ECML wishes to express particular gratitude to Terry Lamb and Steinar Nybøle for their professional moderation of the event.

