



Muratpasa Mesleki Egitim Merkezi Mudurlugu's general and specific tasks till the 2nd transnational learning and teaching mobility (5-11 July 2017, in Pedrógão Grande).

They:

- design a logo for the international logo competition (expired deadline 10/03/2017) DONE
- upload all materials necessary for the mobility in Portugal on Google drive (deadline 30/06/2017)
- upload photos of the meeting in Italy and the mobility in Greece on Google drive (deadline 22/04/2017)
- organize a local photography course about: understand the fundamentals of photography and get familiar with all the functions of a camera: inside a camera, fundamentals of digital photography, photo composition rules and tips, rule of thirds. Rules are there in photography to provide guidance without stifling freedom and individual creativity. They make the basic difference between good composition and poor composition. Compositional rules: the human eye tends to prefer images that have a certain sense of order, while it tends to reject images that are chaotic. Rule of thirds: the human eye tends to be more interested in images that are divided into thirds, with the subject falling at or along one of those divisions. (The course must start by 01/05/2017)
- use facebook, google drive, emails and eTwinning to communicate (reply to private mails or public posts in maximum 2 days)
- manage account on Google Drive
- manage the logo competition
- create and manage a common website of the project
- must send to the Italian coordinator the following documents stamped, signed and scanned:
 - CVs of participants in Italy and Greece (deadline 30/04/2017)
 - CVs of participants in Portugal (deadline 30/06/2017)
 - Name of the people being part of the evaluation committee (the coordinator, the headteacher, plus an external member who will guarantee the transparency of the selection procedure) which in each school/association is responsible for selecting the participants (teachers/students) to mobilities (deadline 30/04/2017)
 - Name of people being part of the project staff: the coordinator/leader, the appointed leader (when the coordinator can't take part in activities), the headteacher/legal representative, other people with their functions inside the team. All must be fluent in English and must know about the project. (deadline 30/04/2017)

Taranto, 09/04/2017.

The Legal representative