**Project Work-plan Template (Annual)**

**Disciplinary Network Funding 2014**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Teaching and learning languages in Ireland

**Proposal Title:**

Year

2015

|  |  |  |  |
| --- | --- | --- | --- |
| **Period** | ***Clear* description of main activities** | ***Clear* Key targets and outputs to be achieved** | **Implementation plan for ensuring national impact of the project.** |
| **Nov. - Dec. 2014** | 6th Dec Preliminary Meeting of IoTs Languages Network & OVFL – discussion of the proposal content and Work Plan.Initial Email shot to OVFL & IoTs Languages Network colleagues with description of each activity for consideration and inviting participation in each strand a,b,c,d,e.  | Target group: Language community in Ireland.Target: have a clearer idea about funded activities.Output: discussion of proposal and agreement on funded activities. | All planned activities of the proposal will have impact on the language community in Ireland.All activity will be disseminated via the websites and social media e.g. Podcasts, Webinars, Facebook, Twitter etc. |
| **Jan. - Feb. 2015** | Follow-up to December Email shot to OVFL & IoTs Languages Network colleagues with description of each activity for consideration and inviting participation in each strand a,b,c,d,e.Preparation for CPD 1 “Social Media”.Identify co-ordinators and participants for each strand.Follow-on meeting of IoTs Languages Network & OVFL,combined with CPD 1 event on “Social Media” for the language community with guest presenters from this community.At this meeting discuss and prepare:1. Promotional Video - language community agree on approach, content and procedure for submitting clips for the promotional video.
2. CPD 2 event on “Year Abroad”
3. + Language Fair/Showcase combined with b)

Decisions re:VenuesCo-ordinatorsVideo ClipsYear Abroad SpeakersLanguage Showcase participantsIdentify suitable IT sub-contractor(s) for:-the updating of the IoTs Languages website- work on the OVFL website-editing the video clips. | Target group: Language community in Ireland.Target: Identify co-ordinators and participants for each strand.Start working on the outputs that are listed in the funding proposal.Outputs: 1. Promotional video clips by students for students “Why learn languages?”
2. Prepare and host CPD1 “Social Media” & prepare CPD2 “Year Abroad”
3. Preparing a “Language Showcase event” and combining with CPD 2.
4. Updating of IoTs Languages Website.
5. Payment of fees for maintenance of OVFL website and Network website.
 | All planned activities of the proposal will have impact on the language community in Ireland.All activity will be disseminated via the websites and social media e.g. Podcasts, Webinars, Facebook, Twitter etc. |
| **March - April** **2015** | Progression and monitoring all activity from Jan/Feb. Advertising CPD 2 | Apart from the targets/outputs that are mentioned above the CPD 2 workshop has to be organised: e.g. guest speakers have to be invited, location has to be selected and the language community has to be informed.Outputs: CPD 2 workshop preparation; On-going preparation of video clipsOn-going preparation of Language Fair.Updating websitesDocument CPD1 event on the IoTs Languages Network website & the OVFL website. | All planned activities of the proposal will have impact on the language community in Ireland.All activity will be disseminated via the websites and social media e.g. Podcasts, Webinairs, Facebook, Twitter etc. |
| **May – June 2015** | Progression and monitoring all activity from March/April (apart from CPD1“Social Media” workshop which is finished).Advertising CPD 2 June: Offer CPD 2 event “Year Abroad” to the language community with guest presenters from this community. Combine this with a language showcase.Finalise promotional video clips.Finalise all funded activity for the websites. | Apart from the targets/outputs that are mentioned above the CPD 2 workshop has to be organised: e.g. guest speakers have to be invited, location has to be selected and the language community has to be informed.Outputs: CPD 2 workshop “Year Abroad”Languages ShowcaseDocument CPD1 & CPD2 events on the IoTs Languages Network website & the OVFL website.Updated IoTs Languages Network’s website [www.languagesinireland.ie](http://www.languagesinireland.ie)Promotional Video - clips by students for students “Why learn languages?”. | All planned activities of the proposal will have impact on the language community in Ireland.All activity will be disseminated via the websites and social media. e.g. Podcasts, Webinairs, Facebook,Twitter etc. |