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|  | **Monday, 27th Feb. 2017**  peer learning with SI/DK experts | **Tuesday, 28th Feb. 2017**  peer learning with SI/DK experts | **Wednesday, 1st Match 2017**  peer learning with SI/DK experts | **Thursday, 2nd March 2017**  seminar with 4 countries | **Friday, 3rd March 2017**  seminar with 4 countries |
| **Place** | SOSU Sjælland, Køge  + Company Egehaven, Stevns | Company Egehaven, Stevns | SOSU Sjælland, Køge | Company Bøgebakken, Lejre  dep. from hotel at XX:XX | SOSU Sjælland, Holbæk |
| Morning  **What** | 07:30 - 08.30, SOSU Sjælland: Introduction, incl. breakfast  08.30 - transport to Egehaven  Filming (observation) in practice | 08-12 Script writing | 08-12 Edition | 08:30 - 11.45 Introduction to filming (observation), meeting room | 08.00 - 12.00, meeting room  - Edition  - Documentation by Regina |
| Lunch  **Place** | 12.00 Company Egehaven, incl. lunch, 12 persons | 12.00 Company Egehaven, incl. lunch, 10 persons | SOSU Sjælland, Køge, lokale U11, incl. lunch, 6 persons | 11.45 Lejre, company Bøgebakken, incl. lunch, 16 persons | Holbæk, SOSU Sjælland, , incl. lunch, 12 persons |
| Afternoon  **What** | 13.00 - 16.00, Egehaven  - Filming (observation)  - Documentation by Regina | 13.00  Filming (hands-on) of in-company trainer and student until 15.00 | 13.00 - 16.30  Edition | 12.30 - 17.00 (citizens from 14.00) Filming (hands-on)  - Start of filming in 2 groups  - Documentation by Regina | 13.00 - 14.00  Edition  14.00 - 15.00 project planning |
| Evening  **Dinner** | (own disposal) | (own disposal) | 18.30: Joint dinner at restaurant Bryghus no 5, Holbæk | 19.00 Joint dinner  Italian restaurant, next to hotel | 15.00 Departure |
| **Accomodation** | SI: Hotel Køge Bed & Kitchen | SI: Hotel Køge Bed & Kitchen | Holbæk, Hotel Sidesporet | Holbæk, Hotel Sidesporet |  |
| **Participants** | SI: Alen, Matej  SOSU Sjælland: Merete, Hans  Moeve: Regina  Lejre Kommune: Anne  Stevns Kommune: Helle, praktikvejleder, elev  CMF: Peter, Frederik, Simon | SI: Alen,  SOSU Sjælland: Hans  Lejre Kommune: Anne?  Stevns Kommune: Helle, praktikvejleder, elev  CMF: Peter, Frederik, Simon | SI: Alen, Matej  SOSU Sjælland: Hans  CMF: Peter, Frederik, Simon | SI, Celje: Alen, Matej, Spela, Roman  SI, CPI: Spela, Matea  DK, Moeve: Regina  DK, SOSU Sjælland: Merete, Hans  PT: Fatima L., Elisio  FI: Anna-Marie, Markku  CMF: Frederik, Simon, Peter | SI: Celje - Alen, Matej, Spela, Roman - dep. 12.00  SI, CPI: Spela, Matea  DK, Moeve: Regina  DK, SOSU Sjælland: Merete, Hans  PT: Fatima L., Elisio  FI: Anna-Marie, Markku  CMF: Frederik, Simon, Peter |
| **Logistics** | Transport of SI experts by Regina:   * pick-up from hotel at 07.00 * SOSU Køge - Egede * Egede - Køde hotel | Transport of SI experts:  Køge hotel - Strøge Egede by Helle  Strøge Egede - Køge hotel by CMF | Transport of SI experts:   * Hotel - SOSU Køge by Hans * SOSU Køge - Holbæk (by Regina) | Transport Holbæk - Lejre and vice versa by cars:  Regina (4 pers.) + Merete (3 pers.) + Hans (3 pers.) | Transport Hotel - SOSU Sjælland (1,1 km), Holbæk by cars & taxa/walk  SOSU Sjælland (1 km) - train station, by cars & taxa |
| *Addresses, see next page. - Transport of international group: Airport - Holbæk, by train. Hotel 500 m from train station. Merete sends individual information for train connections.* | | | | | |

Addresses

**SOSU Sjælland Køge** Lyngvej 24A, 4600 Køge

**SOSU SjællandHolbæk** Slotshaven 3, 4300 Holbæk

**Hotel Køge** Køge Bed & Kitchen, Glæisersvej 38, 4600 Køge

**Hotel Holbæk** Sidesporet,Ahlgade 1B, 4300 Holbæk

**Company Stevns** Plejecenter Egehaven, Egehaven 2, Strøby Egede, 4600 Køge

**Company Lejre** Plejecenter Bøgebakken, Bøgebakken 1,Allerslev, 4320 Lejre

Local preparation

* Your equipment: The film company CMF has approved your devices. But the quality of the sound may be a bit too low. Pls. consider bringing external microphones to connect to the cameras! And inform Regina, pls.
* Pls. remember having installed the editorial program Davinci on your lap tops!
* Kindly bring concrete proposals for local training companies, when filming: Names of the company, stakeholders to be involved, as well as list of learning outcomes to be transferred to film situations.

Filming learning outcomes

Overall concept

Technical ambition levels: professional production > advanced amateur production > students´ productions. Chack also: <http://www.seethegoal-eu.si/video/>

Edition

Information from CMF, technical requirements for hardware to run edition program Davinci Resolve:

* Strong processor. Min. Dual-core, preferably Quad-core
* Min. 8GB RAM. Preferably 16GB RAM.
* Strong modern graphic card, min. 1GB RAM
* Fast harddisk - min. 7200rpm HHD. Preferably a SSD. Min. 50GB free space after installation of Resolve.
* Screen with min. 1920x1080 resolution.
* Updated steering system.

A bit less is possible, this is the optimal solution.

Concept for learning situations

Merete and Regina have meetings with the educational managers from the 2 training companies: Public sector in Stevns and in Lejre. Point at learning/work situations, containing 1-3 learning outcomes. Basis: List of learning outcomes for care helper, educational program valid from Jan. 2017.

Concept:

* Each film: Intro + learning/work situation + dialogue between trainer and student
* Taxonomy in THIS trade: beginner > experienced > advanced. All videos will be filmed on level *advanced*. To be explained on the accompanying website.