MUSICXCHAIN   2017-1-FI01-KA202-034776

WEDNESDAY 18 April

Venue: Riga Cathedral Choir School, Meža iela 15

18.00 – 20.00   **Welcome performance from RCCS students**

                              Snacks & Getting familiar with Riga Cathedral Choir School

THURSDAY 19 April

Venue: Riga Cathedral Choir School, Meža iela 15

10:00-10:30   **Welcome | Introduction to the agenda | Feedback on kick-off meeting**

                              Head of RCCS Gints Ceplenieks

                              Marika Šaripo, Aleksandra Āboliņa

Gints Ceplenieks, Marika Šaripo and Aleksandra Āboliņa welcomed the participants (participants list attached). Marika introduced the agenda. Aleksandra showed the feedback of kick-off meeting (PPT attached).

Suvi Uura led discussion about progress report – what has been done and what need to be done until June. Everyone has to send all needed information until May 14. Rea Tuominen summarizes everything until June 17.

10:30 - 11:30   **Going through the module proposals**

                              Kainuu and Rijn Ijssel

Risto Virkkunen introduces and explains ECVET – student assessment. The problem of assessment because of different educational systems. ECVET should be used in transnational mobilities so that students studying abroad could get recognized assessment in the sending organization. Learning agreements between host and sending organization need to be made for recognizing credits for own curricula (mutual trust, memorandum of understanding, units of learning outcome, assessment, validation and recognition, transcript of record). ECVET should stay as flexible as possible.

Wordpress site: Presentation and how to load modules

Markku Rinta-Pollari, Suvi Uura

Suvi Uura presents the Wordpress site. Main feature – adding events. Suvi will end the link to everyone for testing and making suggestions. The site is online but still can and will be changed and perfected. A person from each school needs to be nominated to be responsible for updating the site.

11:30 – 12:00   **Going through the division of tasks for working groups**

Markku Rinta-Pollari, Suvi Uura

The division of tasks for working groups are made.

Modules (Tālis Gžibovskis, Marika Šaripo, Tapani Komulainen, Risto Virkkunen, Markku Rinta-Pollari, Sander Ponne, Franz-David Baumann) – categories, instruments, subjects, how to divide between schools who does what and when, how to make everything easy, what technical issues are there regarding LTT, deciding on dates for modules if possible at current state.

Virtual Music Lab (Aivars Krastiņš, Volker Giesek, Sanna Kilpeläinen, Igor Matkovič, Jelmer Bronsdijk) – the roles of each participant, the contest of VML, etc.

Manual (Aleksandra Āboliņa, Jani Moder, Ineke Sadée, Suvi Uura) – the deadline, content of manual, the joining rules, terms and conditions, what is expected from the new partners.

12:10 – 13.00   **Lunch**

Pay only with cash in RCCS cafeteria

13:00 – 14:30   **Working groups:**

Modules | led by Kainuu and Rijn Ijssel

Some module proposals are like in KA1 mobilities. Do they need to be different? What is the difference between KA1 and KA2 mobilities? Approach of modules is the same. Only names and tasks are different.

How special and detailed modules need to be? Different from each other and interesting for students. Should be sustainable after 10 years.

Suggestion to make more unique programs for the Module 2, after gaining some experience. This is just module testing.

November 2018 – Module 1, Spring 2019 – Module 2.

Discussions about evaluating systems of each country. Arnhem have big problem because there is only satisfaction and satisfaction evaluation. Their students get more feedback by verbally.

Can KA1 money be used for KA2 mobilities?

K2 modules should be interesting for any student and fit right into particular school's curricula. Modules should be sustainable.

Categories of VML: vocal, guitar, keyboard, bass, drums, winds, improvising, arranging, theory, song writing, live performance (stage presence, stage fright, do's and don'ts, live sound tips, sound check), ensemble playing, music business, teaching & coaching, music tech (recording, live looping, live sound) and other.

Interactive projects are connected to other working spaces and the platform.

Topics for fist VMLs

Munich
1. How to practice - Volker
2. Music tech: recording, remixing

Arnhem
1. Music project management
2. Performance practices

Kajaani
1. Song interpretation: different performed versions and with different lyrics of the song
2. Music technology related, specifics later

Riga
1. Rhythm coordination exercises for all instrumentalists
2. Music history, Latvian perspective
3. Drum coordination exercises

Ljubljana
1. Jazz (blues) improvisation

Jyväskylä
1. Rhythm training for groups
2. Songwriting

The general principles:
- length of the video is 3-10 minutes roughly
- student involvement if possible

Assignments prior to Kajaani LTT meeting:
video material if necessary/possible: about students performing a task an exercise etc.

Technical requirements:
easy solutions for everybody to use,
mobile, zoom,
how to cut/edit video, how to synchronize,
how to show and scroll music notation along the video

INDEX**:**

Introduction K2 project MusicXchain + explanatory video

1. Technical user's guide (20-30 pages)

2. Rules and regulations of the Musicxchain network (5 pages)
   Road map for new partners:
   2.1. Who can join
   2.2. How to join
   2.3. How to leave
   2.4. Partner responsibilities
   2.5. Other ideas

3. Operation plan 2020-2023 (2 pages)
   3.1. How to attract new funding
   3.2. How to keep it going

4. How to guides (25-30 pages)
   4.1. Creating music mobility modules
   4.2. Creating Virtual Music Lab activities
   4.3. Roles and hierarchies
        A. administrator
        B. users:
             - editing rights
             - only commenting rights
             - viewing rights

5. Instruction videos (4-6)
   5.1 Mobility modules
   5.2 Virtual music lab

6. Rules, regulations and responsibilities receiving and sending students and staff of every partner
   6.1 Gradia
   6.2 Kainuun ammatiapisto
   6.3 Riga Cathedral Choir School
   6.4 Neue Jazz School
   6.5 Conservatoria for Music and Ballet, Ljubljana
   6.6 Rijn IJssel

15:00 – 16:00   **Summary of working groups | Finalization of the meeting**

Suvi Uura leads the discussion for summary of working groups.

Deadline for module dates: May 7

Markku Rinta-Pollari introduces to the Platform. Links to specific people will be sent to test the Platform.

18.00 – 19.00   **Getting familiar with Jāzeps Vītols Latvian Academy of Music**

Venue: (Krišjāņa Barona iela 1, Riga)

Host: Inga Bērziņa, Jazz Vocal teacher of JVLAM and RCCS

19.00 – 21.00   **Dinner in Old Town – "Blue Cow"**

Venue: (Meistaru iela 21, Riga)

Host: Inga Bērziņa, Jazz Vocal teacher of JVLAM and RCCS

Small presentations of the partners

FRIDAY 20 April

Venue: Riga Cathedral Choir School, Meža iela 15

09:30 - 12:00   **Going through GANT chart | Progress report | Website**

Markku Rinta-Pollari, Suvi Uura

Skype meeting with Rea Tuominen

Rea Tuominen answers questions regarding the progress report, quality assurance and dissemination.

QA questionnaires – what has been done can be analysed, the structure of questionnaire for associated partners has been made by Katrin Neoral and Aleksandra Āboliņa (uploaded in DB).

2 questionnaires regarding ECVET - **deadline June 15** (First send by Risto Virkkunen in email – needs to be answered one per school, second about assessment validation – will be sent by Rea Tuominen for everybody in the mailing list)

Mailing list needs to be updated at all times, so everyone has the access to the Dropbox. Rea needs to be informed about new members on the mailing list.

Going through Progress report questions:

Deadline May 15 – first version of manual (Ljubljana)

Progress going as planned, only delay – Wordpress and platform, but will be fixed before submitting the progress report.

Dissemination overview, dissemination plan, QA plan needs to be filled in – **deadline May 14**.

Sending more than 1 student for mobility is possible – using KA1 money or having donations between partners. Discussing the concrete number of students before the mobility.

Add information for the progress report "The impact" question – **deadline May 14**

Time sheet (download and fill in) – signed, stamped and scanned needs to be sent to Rea, **deadline June 15**

Budget tool (fill in online) - signed, stamped and scanned needs to be sent to Rea, **deadline June 15.** The original needs to be sent to Satu Saarenppää (can be done later).

12:10 – 13.00   **Lunch**

Pay only with cash in RCCS cafeteria

13:00 – 14.00   **LTT event in Kajaani – progress and planning**

                                            Discussion and ideas for presentation video

                                              Kainuu

Discussion about LLT event in Kajaani led by Tapani Komulainen.

Only 2 teachers should be sent to Kajaani instead of 4. By saved money from 2 extra teachers, one extra student can be sent to module testing.

LLT even could be devided for two groups – one for Apple users, one for Android users. Some preferred video suggestions should be collected until LTT in Kaajni. Learning how to use *Lesono* in Kajaani.

Dates for LTT in Kajaani: 1-5 October (3 working days, 2 traveling days).

Promotion video should be made in Kajaani, October 2018.

Everybody uploads ideas for the LTT, for the promo video etc. (LTT folder).

14:00 – 14:15   **Dissemination, report and plan | Quality assurance**

                                            Aleksandra Āboliņa, Marika Šaripo

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Discussion about dissemination and quality assurance led by Aleksandra Āboliņa.

Activity on Facebook page – every week is too much, each school needs to post at least once per month for now.

Decided to not promote the Facebook page and Wordpress at least for now.

A custom domain for Wordpress will be made which has SEO – works as promotion if searched on Google.

Introduction about MusicXchain to each school's staff needs to be done soon and uploaded to dissemination overview in DB.

Description about MusicXchain on each school's website needs to be published, **deadline May 15**.

Associated partners can be involved, but they don't make a big impact.

Questionnaires – partner who is responsible for IO makes the questionnaire (check the deadline)

fill in the file about previous international activities - **Deadline May 14**

Dissemination overview needs to be filled in until **May 14**

14:15 – 15:00   **Summary, feedback, next steps**

Markku Rinta-Pollari, Suvi Uura

Marika Šaripo, Aleksandra Āboliņa

Summary of the meeting led by Suvi Uura and Aleksandra Āboliņa. Reviewing the deadlines (uploaded in DB).

The questionnaire about TNM Riga will be sent out latest on April 24, **deadline May**