



# DEAF ENTERPRISE

Rotterdam

9-10 February 2017

# OUTPUT OF THIS MEETING

- Our target group(s): who are they, what do they want / need?
- A draft programme for the national workshop(s)
- The trainers of the national workshops: who are they, how are we going to train them?  
NB: We will plan the international workshop in detail, at the next meeting

# Agenda (1)

1. Welcome, practical matters
2. Logo Deaf Enterprise
3. Welcome video Website
4. Winston Scholsberg (<http://winstonscholsberg.nl/>):

Motivational training by Winston

Discussion with Winston:

- What makes someone a good trainer?
- How can we train our trainers?

# Agenda (2)

5. **Our target group:** partners present the results of their 'market research'
6. **Our curriculum:** together, we develop a draft programme for the national workshops.
7. **Our trainers:** what are the requirements for the trainers of the national workshops? Where do we find them? How are we going to train them?

# Agenda (3)

## **8. Website**

Interviews with Deaf Entrepreneurs

Video invitation for Deaf Entrepreneurs

## **9. Minutes** of the kickoff meeting in Preston

## **10. Next meetings: dates & locations**

The international 'Train the Trainer' workshop: in Siena, ~~or at Castberggaard?~~

## **11. Consortium meetings in 2017:**

Dates & locations

# Agenda (4)

- 12. Collaboration agreement**  
sent by UCLan, January 27<sup>th</sup> 2017
- 13. Timesheets, budget**
- 14. Any other business**
- 15. Evaluation**

# Our Target group

**UCLan:**

**ISLA:**

**CB:**

# Curriculum > Handbook

## Curriculum > Handbook

Handbook = Instructions for organizing National Workshops

- Contents:**
1. Practical information
  2. Instructions for the Trainers
  3. Activities to choose from
  4. Video examples from workshops

**Format:** [English text with Google translations?](#)

Explanations in Int. Sign?

National Sign languages?

# National Workshops

Timeslots	9:00-10.30	11:00-12.30	Lunch	14:00 – 15:30	16:00 – 17:00
Day 1	Welcome Icebreakers	Activity 1		Activity 2 Activity 3	Activity 4
Day 2	Activity 5 Etc.				
Day 3					
Day 4					
Day 5					Evaluation Closing Ceremony

# Activities

## For each workshop:

- Activities can be selected from the Handbook, depending on the target group, the objectives of the workshop, 'level', etc.
- Different kinds of activities: Presentations, Self-study, Teamwork, Research, Discussion, Creative, .....
- For each activity, there will be an 'Activity Card' with info about:
  - Target group: Entrepreneurs, job seekers, artists
  - Objectives
  - Materials
  - Preparation
  - Description

# Your Support Team

*Entrepreneurs, artists*

*Individual projects or group project*

## **Individual or teamwork**

- Ask the participants to make a list of the skills / expertise they will need, to set up their business / project. If they've made a roadmap, they can use this: what skills / expertise do you need, for each step? Click here for the form that they can use.
- Ask the participants to check the skills / expertise that they have.
- Ask them to use think of people (friends, family, professional support) who can provide the missing skills / expertise.
- Ask them to mark the people who will do this on a voluntary basis, and people who they will have to pay.
- Ask them to mark the skills / expertise that they themselves can get, by further training, traineeships, workshops, etc.
- Ask the participants to check, what support they can get from the Chamber of Commerce, Social Services, national or regional programmes for starters, for entrepreneurs with disabilities, etc.

## **Team presentations**

- Participants present their lists of skills and expertise that they will need, and how they will get access to these skills / this expertise.
- Together, make a 'template' or example list of skills / expertise that most start-ups will need. Include suggestions where one can find these skills / this expertise.

## **Individual or teamwork**

- If participants have made a roadmap, ask them to add the roles/ names of their supporters to each step, barrier or crossroads.



# Write a Job Application Letter (1)

## *Jobseekers*

### **Presentation by the teacher**

- Discuss what a job application letter is.
- Why is this letter important?
- What information do you have to include, in a job application letter? (for answers to these questions, [click here](#))
- Present an advertisement for a job. (Click here for examples).
- Present Jason / Mary, who wants to apply for the job. Click here for information about Jason / Mary.

### **Teamwork**

- Participants work in small groups to write a job application letter for Jason / Mary. Click here for some of the resources, that they can use.
- If possible, print the letters in a large font.

### **Team presentations**

- The participants present their letters.
- Compare the letters: what is the same, what is different? What is good, what is better? Why?
- What information do you have to include, in a job application letter?
- Cut the best parts from the letters, and use these to make a 'cut and paste' best job application letter for Jason / Mary.

# Objectives of activities

The objective of most activities is NOT that the participants learn the 'correct' answers to questions, by heart. Most questions have too many answers, and most answers only have a limited 'shelf-life'.

The objectives of most activities are:

# Objectives of activities

1. **AWARENESS:** to make the participants aware of a problem or question.
2. **CONFIDENCE:** to make the participants experience that they CAN find an answer.
3. **SKILLS:** to provide participants with the skills and/or tools they need, to find answers and solve problems.
4. **COLLABORATION:** to teach participants to collaborate with others, to find answers and solve problems.

# Objectives of activities

**5. EVALUATION:** to learn to evaluate answers / solutions for their usability, effectiveness. Answers / solutions suggested by others, and by the participant him/herself. Including: how to give productive feedback, and: how to deal with feedback from others.

**6. LEARNING by DOING:** to make the participants aware of the fact that we learn best, by doing. Yes, sometimes you fail, but you can learn from your failures. Failing is not the end, it is the start of your next attempt - using what you've learned.

# Today

- We produce a Draft Programme, for 3 Workshops:
  - UK: job seekers?
  - IT: artists?
  - DK: entrepreneurs?

**Today? From scratch?**

**No!**

# Today: How

- Draw an empty Programme on a Flip chart  
(Day 1 – 5, + time slots)
- Create your own 'Activity Cards' and paste these on your programme.
- Look at Activity Cards (drafts! Not finished!) made by Liesbeth.  
Make 3 piles:
  1. Not OK for anyone = trashcan
  2. OK (for some groups), if modified ... (modified how?)
  3. Can be used in your Workshop > paste it on your Programme
- Activities: 1 activity per timeslot (1.5 hours) or 2 activities per timeslot, or 1 activity = 2 timeslots.

# Our Trainers

## Requirements:

- Deaf? Sign Language skills?
- Sign Language user? (so CODAs or Interpreters OK?)
- Hearing, with interpreter?
- For international workshop : must know Int. Sign.
- Experienced trainer, or beginners OK?
- Experience as business owner, job seeker, artist?
- Partners in project?
- Young? Or any age?
- Can read English??

# Our Trainers:

- Where do you find them?
- What training do they need?
- The International “Train the Trainer” workshop:
  - Siena

# Int.Train the Trainer workshop

Date: Nov. – December 2017

Location: Siena

Duration: 5 days + 2 travel days

Participants:

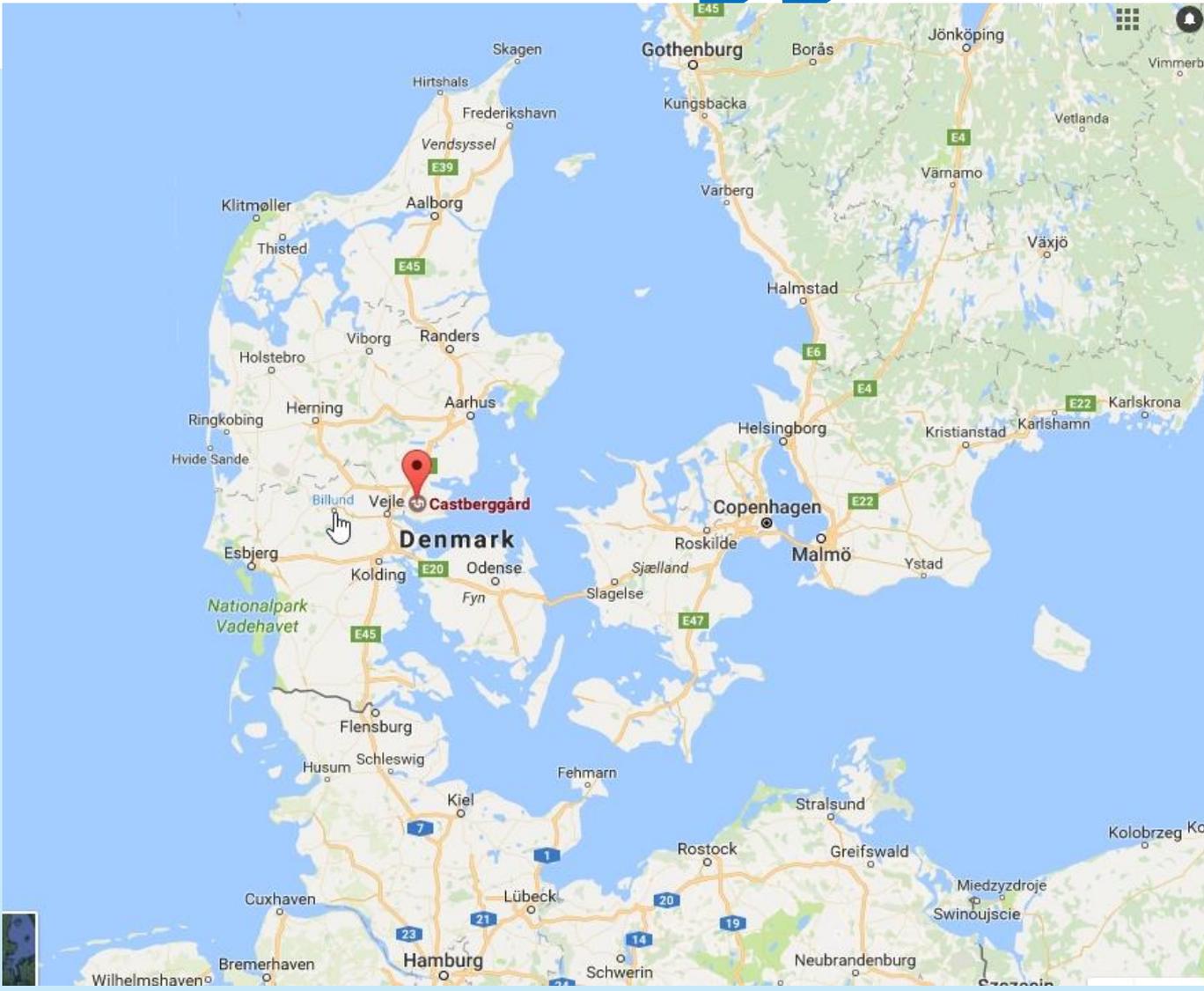
Consortium Partners: 8

External trainers: 2 (Roots & Routes)

Participants (future trainers): 6 (2 UK, 2 IT, 2 DK)

Interpreters: 2

# Castberggaard



# Castberggaard



<http://www.cbg.dk/feriecenter/feriehuse>

# ISLA



# Costs

	Castberggaard	ISLA	Budget (euros)
<b>Travel</b>	Flight to Billund or Copenhagen, + train	Flight to Pisa or Firenze, + train Appr. 200 – 250 euros	275,- per person
<b>Hotel, 6 nights</b>	Double room: 89 euros per night, including 3 meals, refreshments, etc. 6 nights: 533 euros	Single room: 30 euros per night, Double rooms: 20 euros per night 6 nights: 180 / 120 euros per person	700,- euros per person For hotel, food, refreshments, etc.
<b>Food</b>	Included	Appr. 40 euros per day, per person? X 6 days = 240 euros	

# National workshops

3 national workshops, by UCLan, ISLA, Castberggaard

**Dates:** April – June 2018?

**Participants:** 12

**Trainers:** 2 – trained by us

**Invited experts:** 2 (budget: 500 euros per expert)

**Interpreters:** not budgeted. If interpreters are needed, we have to transfer budget from another heading

**Funding:** 100 euro per participant

hours of the trainers can be charged to the budget for Output 2 - but trainers must have some contract with the organization

# Meetings

	<b>Date</b>	<b>Location</b>	
1	3-4 Nov. '16	Preston	Kickoff meeting
2	9-10 Feb '17	Rotterdam	Target group? Handbook (= curriculum), draft 1
3	25-26 May '17	Castberggaard	Handbook, draft 2 Planning the Int. Train the Trainer workshop
4	23-26 Nov '17	Siena	Consortium Meeting? Train the Trainer workshop 5 days
5	March '18	Amsterdam/ Rotterdam	Handbook, draft 3 Planning the national workshops
6	Apr – June '18	UK, IT, DK	National workshops
	July 18	Preston	Final version of Handbook, Final Report

# Website

- **New:**

- Intro video?
- Logo?
- Info about consortium
- More Deaf entrepreneurs
- Google translate button
  - > Can we launch the website, make it public?

- **Wanted:**

- Deaf Entrepreneurs: more names, + interviews
- Video invitation Deaf Entrepreneurs (int. sign)
- Info about this meeting (video?)

# Facebook

- Facebook page, or group?
  - Group: open, or closed?
- Who will set up the page / group?
- [www.facebook.com/deafenterprise](http://www.facebook.com/deafenterprise) ??

# Preston Minutes

- OK?

# Partner Agreement

1. Correct names, abbreviations, addresses
2. “The Project Management Team will have responsibility for day to day management of the Project , with UCLan being responsible for the disbursement of Project funds and overall policy and direction.”
3. A timetable for payments to partners: within 2 weeks after UCLan receives payments from the NA.
4. Interest on late payments (Compare item I.4.14 in Grant Agreement)
5. The bank accounts of the partners, to avoid incorrect payments etc. (Compare item 1.5 in the Grant Agreement)

# Partner Agreement

## Project Management Team

### Members:

UCLan: Lynne Barnes

PRAGMA: Liesbeth Pyfers

ISLA : Miriam Grottanelli de Santi

R&R : Jade Schiff, or Ana Baric??

CASTBERGGAARD: Outi or Ole?

# Time sheets

Clear?

Example: Lynne, Luigi

Days used:

UCLan:	2.875	(total budget: 90 days)
<u>Pragma:</u>	11	(total budget: 78 days)
ISLA:	?	(total budget: 90 days)
R&R:	?	(total budget: 54 days)
<u>CBG:</u>	8.75	(total budget: 90 days)