



REPORT FORM FOR NETWORK ACTIVITIES

Tel: 020 7679 8802

Fax: 020 7679 8755

email: ceelbas-network@ssees.ucl.ac.uk

Confidential

1. Lead Applicant

Surname	Morris		
Forename	Jeremy		
Title (Dr, Professor, etc)	Dr		
Male	<input checked="" type="checkbox"/>	Female	<input type="checkbox"/>

Address for correspondence

CREES, University of Birmingham, Edgbaston	
Birmingham	
Postcode:	B152TT
Tel no:	0121 4146455
Email:	j.b.morris@bham.ac.uk

Present appointment and employing institution

Lecturer in Russian, University of Birmingham

Role in activity

Principle
Coordinator

2. Activity details

Type and title of activity

Type of Activity: Language Project, Title, Formation and Activity of Consultative Group within CEELBAS on Form and Content of Shared Web-Space for Language Materials
Project Number: CN08BH-4

Location

University of Birmingham

Date

From: Oct 2008 To: Jan 2010

Brief Description of activities carried out (please include or attach a confirmed list of participants)

Formation of a Consultation Group within Core CEELBAS Institutions to:

1. Exploration of the implications of a common CEELBAS Moodle platform, when institutions may have WebCT as their platform.
2. Identification of those around CEELBAS who have materials that can be uploaded. Consultative Group members will approach colleagues with a view to them adapting material for best practice use within a VLE and in order for materials to have use as stand-alone learning objects.
3. Discussion (with key stakeholders at CEELBAS institutions and in the format of an open workshop – 4 feb 09 & 4 June 09) of the form, composition and viability of a shared web space as a repository for language materials produced by and for CEELBAS members

3. Achievement of stated aims and objectives

Please summarise how the stated aims and objectives of the activities proposed have been achieved and how these have helped to further the aims and objectives of CEELBAS.

Three main options were presented and discussed leading to broad consensus on the form a webspace should take. This should enable future implementation projects to provide a space that best suits the needs of the CEELBAS consortium community.

-

4. Outcomes

Please indicate the outcomes and 'value for money' of activities carried out.

Reccomendations made were as follows

- To set up a dedicated language materials repository using ePrints software, hosted on the CEELBAS server with password-protected access via the CEELBAS homepage.
- To fund an initial set-up consultation for the repository and staffing costs for maintenance of the repository
- To fund a tutorial on usage of the repository for staff at CEELBAS institutions. This could either be held at a member institution or be delivered as an online tutorial.

Among the options considered these recommendations were viewed as the best value for money to CEELBAS

5. Breakdown of total costs for workshops (please attach evidence of expenditure)

<i>Item</i>	<i>Amount</i>
Key speakers (Travel, accommodation and subsistence)	
Postgraduate participation	
Room/equipment hire	
Administration costs	
Printing and publicity (including conference packs)	
Other (please specify	
Total expenditure	
Total contribution invoiced to CEELBAS	

6. Breakdown of total costs for projects (please attach evidence of expenditure)

<i>Item</i>	<i>Amount</i>
Staff costs (Meetings, data collation, travel costs)	£437.10
Equipment/technical costs	
Administration costs	
Other (please specify)	
Total expenditure	£437.10
Total contribution invoiced to CEELBAS	£437.10

7. Dissemination and further research

Please give details of dissemination of the outcomes of the workshop/project and any further research planned.

<p>A report (appended) on viability, form and content was compiled and disseminated to all CEELBAS members.</p> <p>Findings were disseminated at the last CEELBAS workshop in June 09. A subsequent CEELBAS language committee approved further consultation and implementation of the findings.</p>
--

8. Signature and date

Applicant's signature
Jeremy Morris
Date: 05/02/2010

Institutional authorisation (if required)
Position:
Date:

Institutional CEELBAS Network Primary Contact
Tricia Carr
Date:

This form must be accompanied by an invoice from the applicant's institution, supported by receipts or other evidence of the expenditure incurred.

Please send the completed form to: CEELBAS Administrator, SSEES, UCL, Gower Street, London WC1E 6BT and by email to: ceelbas-network@ssees.ucl.ac.uk.

