



Erasmus+

Project Final Report

Innowacje na Wyspach Brytyjskich

2019-1-PL01-KA102-063376

BETWEEN

The Sending Organization

Fundacja Efekt Motyla

The Intermediary Organisation

Euromind Projects SL

AND

The Host Organization

Puerto de Sevilla

Training Programme Dates:

27-05-2021 - 14-06-2021

EUROMIND AS PROJECT PARTNER

1. Profile Description

euroMind is an international training consultancy and VET provider with headquarters in Seville and Úbeda in Andalusia (Spain).

euroMind as a training provider delivers vocational education trainings, general and job-related language courses, VET training-related workshops and study visits, workshops on culture, lifestyle and customs of EU countries as well as classes on skilful and effective job search in the EU.

It promotes and delivers trainings for teaching staff and secures work placements and exchange activities for VET students and graduates enabling at the same time young people and professionals to make the most out of opportunities of competencies & skills development offered by European educational programmes.

euroMind in partnership with Andalusian vocational colleges and companies delivers school based vocational trainings for students of different educational fields, such as: CNC, automation, electricity, renewable energy sources, plumbing, industrial and graphic design, 3D design, ICT, electronics, administration.

euroMind as a VET provider works in partnership with a wide array of private companies in almost all the sectors, such as tourism, business administration, medicine, fashion, hairdressing, health & beauty, physiotherapy, marketing, media, advertising, public relations, tourism, IT, social work, logistics, nursing, construction, geodesy, analytics etc.

2. euroMind experience and expertise

The euroMind possesses extensive experience and expertise in the field of European mobility projects preparation and management which allows it to assist Spanish vocational colleges and governmental institutions with the preparation of project applications, finding trustworthy and competent host partners in Europe for their project participants, teaching and HR staff.

Over last 3 year euroMind has participated as a receiving – host partner in over 60 mobility projects with the participation of a total of 1800 persons: students from technical and vocational schools, university students, graduates, unemployed and teaching and HR staff. These projects involved partners from Poland, Great Britain, Czech Republic, Slovakia, Germany, Portugal, Turkey, Croatia, Italy, Greece, Bulgaria, Lithuania, Latvia, etc. The full list of projects including numbers and titles is available on the euroMind website: www.euromind.es in the Gallery.

euroMind is also responsible for the participants' linguistic, socio-cultural and practical preparation and also, if necessary, for the project administration and management issues.

euroMind has been participating as a sending and host organization in more than 100 projects including Leonardo Partnership, Erasmus Placement and Leonardo Mobility – PLM, VETpro and IVT and Erasmus + projects.

euroMind monitors that all the required documentation is prepared and submitted on time at every stage of the project lifecycle and makes sure that all the partners carry out their responsibilities.

euroMind participates in seminars organised by ECVET team regarding the use of system of transfer of competences and skills in the vocational training. euroMind experts have extensive knowledge in the field, hence they are able to train their partners on how to make use of this system in their projects.

euroMind has an impressive network of partner companies from different economic sectors. More than 800 entities both private and public cooperate with euroMind in Ubeda, Seville and Malaga. This extensive activity is a perfect guarantee that all the students received by euroMind will be successfully placed.

PROJECT PARTICIPANTS' LIST

Participants' Name	Placement Sector
Kamila Kroczak	PORTS & TERMINALS SERVICES OPERATOR
Beata Smolińska	PORTS & TERMINALS SERVICES OPERATOR
Ewa Smolińska	PORTS & TERMINALS SERVICES OPERATOR
Katarzyna Błajszczak	PORTS & TERMINALS SERVICES OPERATOR
Wiktoria Baka	PORTS & TERMINALS SERVICES OPERATOR
Justyna Relikowska	PORTS & TERMINALS SERVICES OPERATOR
Beata Bucior	PORTS & TERMINALS SERVICES OPERATOR
Patrycja Wiśniewska	PORTS & TERMINALS SERVICES OPERATOR
Natalia Zawada	PORTS & TERMINALS SERVICES OPERATOR
Paulina Forma	PORTS & TERMINALS SERVICES OPERATOR
Julita Pierzchała	PORTS & TERMINALS SERVICES OPERATOR
Natalia Sobczyńska	PORTS & TERMINALS SERVICES OPERATOR
Weronika Woźniak	PORTS & TERMINALS SERVICES OPERATOR
Julia Chała	PORTS & TERMINALS SERVICES OPERATOR
Nina Łucka	PORTS & TERMINALS SERVICES OPERATOR
Aleksandra Zimoląg	PORTS & TERMINALS SERVICES OPERATOR
Mateusz Kozakiewicz	PORTS & TERMINALS SERVICES OPERATOR
Dominik Kargul	PORTS & TERMINALS SERVICES OPERATOR
Filip Wojciechowski	PORTS & TERMINALS SERVICES OPERATOR
Jakub Grudzień	PORTS & TERMINALS SERVICES OPERATOR



TRAINING PROGRAMME

Host Organization: Puerto de Sevilla

Tutor's name: José Carlos González Parra

1. Description of the host organization

Puerto de Sevilla (José Carlos González Parra) is an internal seaport located in Seville on the estuary of the Guadalquivir river (Avenida de Molini). It is located 90 kilometers from Sanlúcar de Barrameda, where the port facilities of the province of Seville are located. La Esclusa forms the connection between the Eurovía Guadalquivir E.60.02 and the port area in Seville. Its basic function is to serve as a boat lift from the Eurovía Guadalquivir to the commercial dock in Seville and vice versa. In addition, it assumes functions of protection of the city and closure of the flood defense wall. The Port Authority of Seville began its operation on January 1, 1993. The Port Area of Seville has a precinct of 850 ha, has the infrastructure and facilities necessary for the exchange of land-sea merchandise, as well as for the logistical and convenient organization of traffics. Loading and unloading operations are carried out on goods that are exported to other countries or that go to other areas of Spanish territory. These goods are often imported by sea from abroad and then delivered by land. The port infrastructure has been divided into docks, logistic areas, which host specialized facilities in the services necessary to deliver the goods in the manner and time periods demanded by the consumer, as well as industrial areas, where transformation companies are located.

2. Description of the training programme and objectives

The training program is divided into 3 stages in accordance to the length of the trainees stay in the host company:

1st Stage

- getting to know the company tutor and the team
- getting familiar with the company structure, premises, rules, health and safety procedures
- getting familiar with the company affairs and projects
- getting familiar with the extent of the companys business activity: local, regional, national or international
- providing a brief overview of the tasks and projects the trainee will get involved in
- getting familiar with the work stand
- getting to know the programs and applications used by the company
- getting to know the system of working, timetables and work culture
- starting to perform job-related tasks gradually

After the internship:

- completing training diaries regularly, in particular, taking notes of the tasks delivered and the progress made
- taking part in Spanish language activities with the aim of breaking the language barrier and improving communication as well as expanding the sector-related vocabulary
- taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)
- cultural activities involving getting to know Spanish customs, culture and language

2nd Stage

The trainee will gradually be introduced to more demanding and more complex tasks that require more responsibility. The trainee will be developing their professional skills further as well as slowly taking up new tasks

- performing job-related tasks assigned to the trainee depending on a daily workload, customers needs, new projects and tasks coming in

After the internship:

- completing training diaries regularly – taking notes of the tasks delivered and the progress made
- taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)

3rd Stage

The trainee will be given more responsibilities and tasks depending on their development and performance review. During the last week of his or her work placement, the trainee should be able to carry out all the tasks envisaged for him or her in the program.

- performing job-related tasks assigned to the trainee depending on a daily workload, customers needs, new projects and tasks coming in

After the internship:

- completing training diaries regularly – taking notes of the tasks delivered and the progress made
- taking part in dissemination activities, the aim of which is to promote the internship on a local, regional and national level (preparation of Power Point presentations, Facebook fan page, or a short movie depending on preferences)
- round-up: sharing experiences, presentation of dissemination activities and handing out certificates

2. Main responsibilities & tasks carried out during the training

- Managing the movements of shipping containers in ports & terminals
- Assisting in different kinds of services provided in ports (telematics, distribution, transport services)
- Monitoring different forms of exploitation of ships
- Dealing with the main documents related to the maritime transport
- Supporting some port operations: loading, unloading, storage
- Getting acquainted with types of ships
- Assisting in the organization of the container terminal operating system
- Participating in multimodal transportation and in the logistic process and custom management

Kamila Kroczak

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

In my opinion, the practices were very interesting; the tutors have been explaining very well what we have to do. We also had opportunity to practice English language.

Beata Smolińska

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

For 3 weeks I was interning in the profession of logistics in Seville, one of the cities of Spain. The internship taught me many new things related to logistics, and I also met many nice lecturers who shared their knowledge with me. I am very pleased with the time spent in Spain.

Ewa Smolińska

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I did a three-week internship in Spain in the city of Sevilla, it was a very interesting experience for me. It brought many experiences and benefits to my life. I spent my time there in a nice and friendly atmosphere.

Katarzyna Błajszczak

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I completed an internship in Seville, Spain, which lasted three weeks. I am extremely pleased with the atmosphere and comfort of work, so the internship was a great time, and the knowledge and experience gained should bring only benefits in the future.

Wiktoria Baka

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

For 3 weeks I was doing an internship in Spain, the city of Seville. Thanks to them, I learned a lot, improved my English, learned basic Spanish phrases. Thanks to the internships, I learned more about my profession which is logistics and I visited many interesting places related to logistics.

Justyna Relikowska

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

Internship in Sevilla are very interesting and we are gain a new experience every day. We have a lot of trips, thanks to which we get to know the local architecture, traditions and culture.

Beata Bucior

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

The internships are very interesting, we can learn a lot of new things about the profession of Logistics Technician. During the internship, we also deepen our knowledge about the activities we learned about at school. We do interesting tasks, thanks to which we assimilate our knowledge about our profession.

Patrycja Wiśniewska

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

The internships are very interesting. Thanks to the fact that we visit various places related to our profession, we gain experience.

Natalia Zawada

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

These apprenticeships are very interesting, teachers taught us many valuable things about our future job. I have learnt a lot of useful things and gained an experience. We visited beautiful places in Spain. I am glad to be here. It is one of the most exciting adventures in my life.

Paulina Forma

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

During my internship in sunny Seville, I discovered a lot of interesting things about the port, and the lessons with the tutors were interesting. I improved my English language and I had the opportunity to learn a few words in Spanish.

Julita Pierzchała

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I believe that the internships and classes were very interesting. I learned a lot of different things from them that will surely help me to fulfill myself later as a logistics provider. The lecturers showed us the port very well and what you need to know about it. The internship was very successful and if there is another opportunity to participate in it, I will be very eager.

Julita Pierzchała

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I believe that the internships and classes were very interesting. I learned a lot of different things from them that will surely help me to fulfill myself later as a logistics provider. The lecturers

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Natalia Sobczyńska

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

Thanks to the internships in Spain, I gained a lot of new and useful information, improved my English language and saw what work in the port looks like. In my free time, I visited beautiful and interesting places, I got to know the culture of this country and learned a few Spanish phrases.

Weronika Woźniak

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

In my opinion, internships teach a lot not only in logistics, but we can also train English and Spanish. We not only work, but also visit a lot and learn new things.

Julia Chała

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

In my opinion, internships in the seaport of Seville teach a lot. We not only have lectures on logistics in the port, but also visit interesting places as part of this practice.

Nina Łucka

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I think that apprenticeships was interesting. I could learn for example how to use a lots of useful websites. Moreover we visited many beautiful places.

Aleksandra Zimoląg

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

Thanks to internships in Spain, I learned a lot of new things. The internships in the port were interesting and the lessons with the tutors taught me a lot. I trained my English and learned a lot of Spanish words.

Mateusz Kozakiewicz

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

Practice in Seville are very interesting. We learn about shipping and storing goods in the port of Seville. Thanks to this I can learn foreign languages and earn some experience in logistics. I really enjoy it.

Dominik Kargul

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

I liked the internships very much. I learned a lot about logistics, we also had the opportunity to see many interesting places.

Filip Wojciechowski

Tutor's final note

5 (Very Good)

Participant's opinion about his/her personal & professional development

During the internship we learn about the port in Seville, which we live close to. We learn many interesting things about our profession in the water transport department. In our free time, we can visit a beautiful city with many monuments.

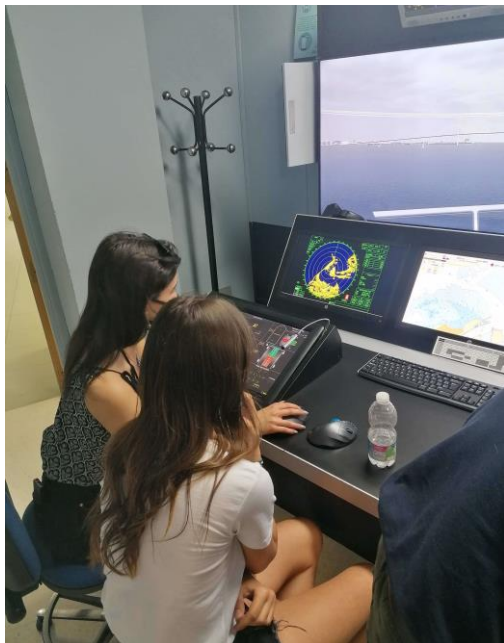
Jakub Grudzień

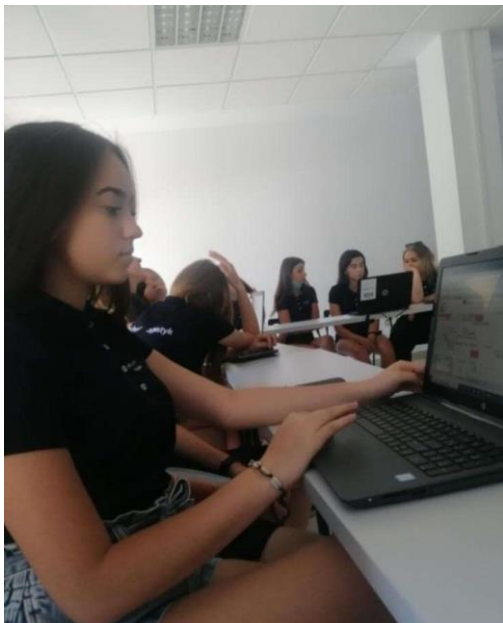
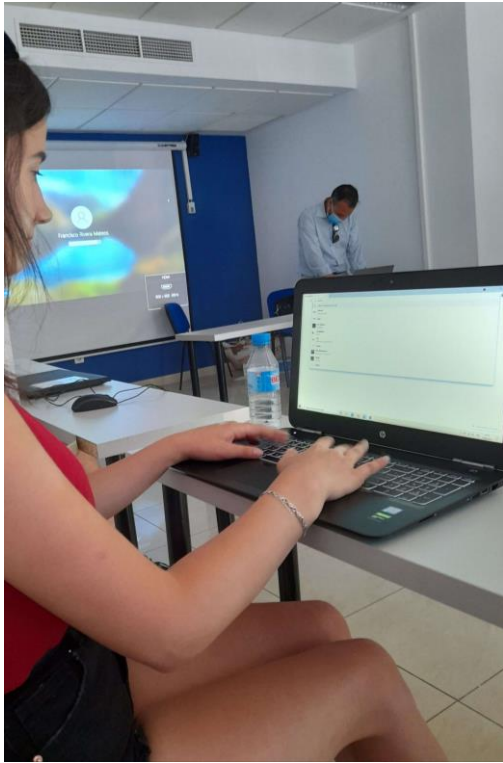
Tutor's final note

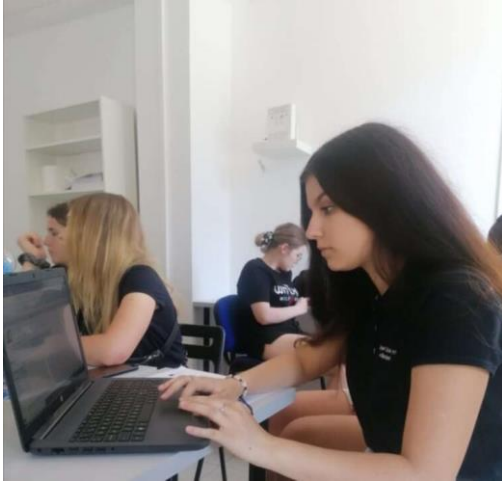
6 (Excellent)

Participant's opinion about his/her personal & professional development

The internship was a great experience, I have learnt a lot about work in port and tasks that man who work that have to face every day. It was something that I have never seen before and it will currently help me and my classmates in our future studies.

















PROJECT MANAGEMENT

1. Mobility Project Preparation & Induction

Before the arrival of your trainees in Spain, euroMind provided them with the pre-arrival guide, including useful information, local transport & social life, emergency numbers.

euroMind has also arranged Skype meeting with the participants in order to get to know them and to interview them.

After the Skype interview, euroMind created a Facebook group to which all the selected participants were invited, together with their Teachers. This way euroMind Coordinator had constant contact with the target group already before their arrival in Spain.

euroMind took responsibility for preparing Learning Agreements individually for each participant and made sure that all the parties involved signed all the necessary documents.

On the first day after the arrival, euroMind organized the welcome session during which the participants got to know the euroMind team, were reminded about the programme agenda, accommodation rules and dissemination strategy options.

Later on, the participants were taken for a walk around the neighborhood to get to know the area and find out where banks, mail box, workplace, supermarkets, bus station are.

2. Monitoring & Monitoring

In order to make sure that the objectives of the Learning Agreement were going to be achieved and that the participants would be fully integrated in the companies' work culture, the monitoring was delivered by all of the parties involved in the project.

euroMind assigned a Mentor for the group of participant who was responsible for the introduction of the participants to the host organisation. During the training the Mentor delivered monitoring visits to the host organisation in order to revise the tasks of the trainees, their progress as well learn from the first hand the level of satisfaction of both the participants and the training centre Tutor.

The Mentor in cooperation with the Tutor carried out the evaluations of the trainees in the middle and at the end of the training.

After obtaining the results of the half-way through evaluation, the Mentor met the participants to give them the results of this evaluation. The least favourable results were discussed with the

participants in private so that both the Mentor and the trainees had the comfort of sharing the information and exchanging the opinions and finding solutions to some problematic issues.

The Tutor from the host organisation was responsible for helping, informing and guiding and supervising the work done by the participants. The tutor had regular meetings with the participants in order to assess their progress during the training.

euroMind at the end of the programme during the goodbye session handed out evaluation sheets to the participants so that they could assess their stay in Spain, training programme, as well as the work of the euroMind.

euroMind was also available to the participants 24/7 in case of emergency.

3. Communication

EuroMind takes good care of successful communication between host organizations and trainees. Each evaluation of work is aimed at improving the quality of cooperation. Each party is thoroughly checked and assessed and the necessary improvements are introduced. Moreover, euroMind mediates in this tutor-trainee collaboration by translating and solving language-connected complicated matters.

4. Dissemination strategy

euroMind took active part in the process of preparing and dissemination results of the project together with the sending organisation and participants.

While the trainees were in Spain, euroMind involved them in a number of activities the aim of which was to make students monitor and collect all the information related to the progress of their work placements and stay in Spain. The materials produced by the participant would be then used as tools for disseminating results by the school in their country and by the partner in Spain.

The participants could work in groups or individually. On the first day they needed to decide on the form or forms of recording their professional experiences.

As a rule the whole group needed to create a Facebook fun page as it is an effective and quick means of accessing large numbers of people. What is more, it is a form that appeals to young people as they can share their experiences instantly and receive instant feedback, too. The fan page is always linked to the euroMind's Facebook fan page. The sending organisation was also asked to do the same thing.

This way the material produced by the trainees reached bigger audiences and was more effectively disseminated.

euroMind also disseminates the project at a local level. It organises language and cultural exchanges between the international trainees and students from local vocational colleges. During those meetings both Spanish and International students are involved in a number of activities the aim of which is to get to know each other, share experiences related to work experiences and in general their stay in Spain. The students also exchange information about their countries and cultures.

5. Certification

To validate the acquired skills, the trainees, at the end of their stay, received complete proof of their participation in the project by means of several methods of recognition:

- Training Certificate
- Europass Mobility Certificate



CULTURAL & LINGUISTIC PREPARATION

1. Study Visit

Study Visit - Museum of the Port of Seville : During the study visit the group has an opportunity to visit Museum of the Port of Seville and get to know more about the history of this place. The museum is dedicated to the most remote origins of the Port of Seville, those in which the Port began to be transformed into an independent space. The museum takes you through the history of the Port, from its medieval period to the first half of the 20th century, when the port experienced a great expansion as well as informing you of the present state and future of the current port. After the visit in Museum, the group is taken to the terminal of the port of Seville. There, students can learn about all the logistic services given in the port and see how the port machinery works. Moreover, they can see the daily work in the port and ask the workers questions. At the end, the group crosses the drawbridge of Seville and take a close look on how it works.

3. Cultural activities, Andalusian cities & places visited during the programme

Walk around Seville city centre : Seville is the artistic, cultural, and financial capital of Andalusia in the southern region of Spain. The city is a historical masterpiece full of monuments, gardens and flamenco festivals. The city reflects the harmony between different Christian, Jewish and Muslim cultures and religions.

As Seville is the capital and the largest city of the autonomous community of Andalusia, it is easy to get lost here, however thanks to the tour organised by euroMind's team, the trainees were able to admire the city safely and in a pleasant atmosphere. The euroMind coordinator helped the trainees understand the city from a historical and artistic point of view, but also gave them some shopping and eating tips. The group were shown the best places where they could go and grab something to eat, drink and have fun or just relax and hang out.

Grenada - Granada is the capital city of the province with the same name, located in south-eastern Spain between the shores of the Mediterranean Sea and the Andalusian hinterland. The city is located at the foot of Sierra Nevada, the highest mountain range of the Iberian peninsula. With more than a thousand years of recorded history, Granada enjoys one of Spain's most important cultural and architectural patrimonies. Besides the Alhambra, the world renowned palaces and fortresses of the Nasrid dynasty, and the historical Moorish quarter Albaicin, both designated as Patrimony of Humanity by the UNESCO, Granada boasts a Renaissance cathedral dating from the 16th century and many other architectural monuments of the first magnitude.



SUMMARY OF THE PROJECT

euroMind team did their best in order to deliver the best professional and cultural experience to the trainees of the project being always ready to help, give advice and solve any problems or doubts.

The trainees were fully satisfied with their training. They gained much needed professional experience abroad which is highly appreciated and sometimes even specifically asked by today's employers.

We have no doubt that our trainees will use their new knowledge and experience at their current work in their home country or increase their chances at the labour market and dazzle their future potential employers.

Moreover, the trainees learnt the basics of the Spanish language were able to work in a multi-cultural environment and proved themselves with the ability to work individually as well as in a team.

euroMind team was extremely satisfied with the trainees' involvement in the project and personal interest in whatever they participated in.

This project was very successful and we hope to realize other successful projects with Fundacja Efekt Motyla in the future.

SEVILLA, 14-06-2021



Carlos Hoyo de la Torre

Director