

**V.I.D.E.O. PROJECT**  
**MINUTES OF THE FINAL CONFERENCE AND LAST PARTNERSHIP MEETING**  
**ROME, 24 SEPTEMBER 2010**

The Project Final Conference and last evaluation Partnership meeting are taking place at the seat of the City of Rome – Department for Productive Activities, Training Employment – Direction Training, Employment in Rome – Via dei Cerchi, 6 – Sala degli Stucchi

**PARTNERS ATTENDING THE CONFERENCE**

Angelico Bonuccelli, City of Rome  
Marco Merlini, City of Rome  
Irene Salerno, City of Rome  
Anna Allegrini, City of Rome  
Gherard Kerrsen, Arge Plön  
Dirk Damaschke, CJD Eutin  
Andreas Neumüller, CJD Eutin  
Vincenzo Leone, TRUST  
Ilias Rafail, IEKEP  
Afroditi Tataki, IEKEP  
Threodora Amorati, Polydynamo  
David Tynan, OAKE Europe

**MINUTES OF THE INTERNATIONAL CONFERENCE**

9.30

The Conference is starting at 9.30 at the presence of the representative of the City of Rome Angelico Bonuccelli, Director of Direction for Training and Employment, and of the National Agency LLP Mr. Vitali.

Angelico Bonuccelli, Director of Direction for Training and Employment, welcomes the attendants and describes the importance of having participated into the V.I.D.E.O. Project for the City of Rome.

9.45

Mr. Claudio Vitali, on behalf of the Director of the National Agency LLP, Marina Rozera, is introducing the activity of the Leonardo da Vinci Programme focusing on the importance of the Projects like V.I.D.E.O., carried out in the frame of the employment policies, particularly important in this moment due to the global economic crisis.

Mr. Vitali is expressing great interest for the V.I.D.E.O. Project results and is recommending to develop the work done strengthening the links with entrepreneurs and stakeholders in order to better exploit the tools and services realised in the frame of the Project.

10.15

Mr. Marco Merlini is thanking Mr. Bonuccelli and Mr. Vitali and is introducing the main features of the V.I.D.E.O. Project and its methodology, focusing in particular on the products realised, such as:

- Research reports;
- Video-CV Model;
- Training programme for vocational operators;
- N. 66 Video-CV
- Database

10.45

Ms. Irene Salerno is describing the *Handbook on Guidelines to the Use and Creation of the Video-Curriculum Tool*, focusing on its main sections (Theoretical aspects and Methodology), and describing them in details.

11.00

Mr. Ilias Rafail is presenting the IEKEP Institution and is describing the work done in the 2 years of Project life. He is focusing on the Video-CVs realisation in Athens, describing the target groups (repatriates, over 45 people, immigrants, young offenders, women, people with mental health problems).

11.15

Ms. Theodora Amorati is presenting the experience done by POLYDYNAMO in creating the Video-V, focusing on the description of strengths and weaknesses, challenges and difficulties in realising and exploiting the tool in a small island like Syros.

11.30

Ms. Antonella Barile (from COL "Simonetta Tosi") and Fabrizio Cucculelli (COL "Pasolini") are describing the experience of participating into the Project, focusing in particular on the utility and exploitability of the Video-CV tool for several targets:

- Over 45 women
- Immigrants
- Disabled people
- Offenders

Ms. Barile is recommending to accompany the users toward the exploitation of the Video-CV, in the frame of the guidance path.

Mr. Cucculelli is stating that the tool could be profitably used with other target groups, for example: young people, risking to live too early the school and young offenders.

12.00

Domenico Reda is describing his experience of being protagonist of the first Video-CV sample realized in the frame of the Project .

12.15

Ms. Moira D'Agostino from the *Roma Uno* television Channel, is presenting the experience of creating Video-CV for a television programme, Telecurricula. She is also describing the cooperation with the V.I.D.E.O. Project, hoping that the cooperation can continue in the future.

12.30

Mr. Tynan is presenting the experience of OAKE Europe in participating to the V.I.D.E.O. Project (Desk top and worldwide researches, testing the Video-Cvs samples, dissemination activities, etc.).

He is concluding with several recommendations to better exploit the tool in the UK.

12.45

Mr. Neumüller is describing the experience of the CJD Eutin in creating the Video-CV samples for the pointing out of the final Model, and the experience in Germany of participating into the Project. Speaking also on behalf of Mr. Kerrsen from the Arge Plön, he is describing the steps for the adaptment of the Model, from the original starting model realised by the Arge Plön to the Project integrated Model.

13.00

A joint discussion about the tool realised is taking place. The speeches are focusing on the necessity to realise more short videos, to strengthen the links with enterprises and stakeholders, and to exploit the Video-CV tool within other projects and experiences.

13.30 Mr. Merlini is closing the Conference.

## **MINUTES OF THE FINAL EVALUATION MEETING**

### **PARTNERS ATTENDING THE MEETING**

Marco Merlini, City of Rome

Irene Salerno, City of Rome

Gherard Kerrsen, Arge Plön

Dirk Damaschke, CJD Eutin

Andreas Neumüller, CJD Eutin

Vincenzo Leone, TRUST

Giuseppe Metitiero, TRUST

Ilias Rafail, IEKEP

Afroditi Tataki, IEKEP

Threodora Amorati, Polydynamo

David Tynan, OAKE Europe

The meeting is starting at 14.45

Mr. Merlini is opening and coordinating the final Partnership meeting.

14.45

Mr. Arenare is explaining to the Partners the administrative rules for the financial final report.

15.45 Coffe break

16.00

Mr. Merlini is describing the Partners' last tasks before the end of the Project:

- Providing the Monitoring Reports (care of TRUST)
- Uploading the Greek Video-CV from Syros into the database
- Writing the Newsletter n. 4
- Providing THE documents for the final reports (both content and financial report)

Mr. Merlini is stressing that all the missing products/ activities must be complete by the 30<sup>th</sup> of September.

He is afterwards giving the following deadlines:

- By **October 15th** all partners are asked to provide a copy of each dissemination product (such as articles, etc.) related to the project and fill the dissemination file that will be provided by Ms. Salerno.

- Within **October, 22<sup>nd</sup>** all partners must provide to the Municipality of Rome:

- filled financial excel tables + excel table listing all the invoices (filled according to the guidelines provided by Mr. Arenare)
- copies of all the contracts and invoices related to the expenses accounted into the

excel tables, by email, as attachment (also if they have been already sent on the occasion of the interim report).

### ***CONCLUSIONS AND FINAL EVALUATION***

Mr. Merlini and all the partners conclude that, according to the results of the Conference and on the interest toward the Project and the Video-CV tool by the media (at local and international level) and by the public agencies for the employment, the Project has been well developed and has reached important results concerning its effectiveness and the potential impact of the tool developed.

Future and possible development of the product realised can be in transferring the tool to other target groups and creating joint projects with other subjects (both public and private) in order to match all the projects and experiences that are currently working on the exploitation of the Video-Curriculum tool, as also suggested by Mr. Vitali during the morning Conference.

The meeting is ending at 16.30 p.m.