

# Quick guide eTwinning

This guide is an introduction to eTwinning. Should you wish to expand some information about any of the aspects dealt with, just click on the links you will find in this document or check our website [www.etwinning.es](http://www.etwinning.es).

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## »»» What is eTwinning?

eTwinning is an educational action from the European Commission within the Lifelong Learning Programme, designed as a supplementary measure for Comenius.

Our objective is to promote and enable contact, exchange of ideas and collaborative work between teachers and students from countries participating in eTwinning through ICTs.



In order to coordinate this action all over Europe, eTwinning has a Central Support Service in Brussels and a National Support Service (NSS) in each country. In the case of Spain, the NSS is in the Institute for Educational Technologies of the Ministry of Education, and each Country has an eTwinning representative (more information in [www.etwinning.es](http://www.etwinning.es)).

## »»» Teacher's profile

All teachers working in **Infant, Primary and Secondary Education** can take part.

eTwinning is a great opportunity to practice languages, although this is not an essential requirement to take part in a project – there are many European schools that wish to carry out projects in Spanish. Also, it is advisable to be familiar with the basic tools, although you do not have to be an expert in ICT.

## »»» Register

To enjoy the advantages of eTwinning, just **register in the platform**. This registration does not involve any kind of commitment for you or your school. You will just become a member of the largest teacher community in Europe and the eTwinning directory of teachers and schools.

National Support Service

Registration is simple. Firstly, you will be asked to give your name and address, email (be careful not to get this wrong and preferably use an institutional address if you have one) and to choose a username and password. Once this information has been sent, you will receive an email at the address you provided. It will feature a link to complete the registration process with the information that will then appear in your eTwinning profile (this information can be updated once you are registered). **(More information)**

**NOTE:** The data provided in the registration are verified by the National Support Service and the corresponding County to make sure that the registration has been made by a teacher.

## »»» Què ofereix eTwinning?

» **Information:** you can find information about eTwinning (community, projects, competitions, awards, etc.) in:

[www.etwinning.net](http://www.etwinning.net) (European level)

[www.etwinning.es](http://www.etwinning.es) (national level)

**webs in Countries** (read about them in [www.etwinning.es](http://www.etwinning.es))



[www.etwinning.es](http://www.etwinning.es)



[www.etwinning.net](http://www.etwinning.net)

› **Training:** eTwinning offers you different options to get training, both on the use of the platform and regarding other aspects connected with teachers' professional development:

- ▶ **eTwinning course.** This course offers everything you need to know about eTwinning and the use of the platform. There are 1 or 2 yearly summons (September and January) in the 'distance course' module, although the content is available all year for any teacher who is interested in eTwinning.
  - ▶ Should you be interested in this course, check for the summons in [www.etwinning.es](http://www.etwinning.es) and register 4 credits are given for training.
  - ▶ **Didactic encounters.** These are short and intensive virtual encounters (lasting 4-5 days) dealing with different topics. They are led by an expert and they offer active work and discussions amongst teachers all over Europe.
  - ▶ **Training platform.** It is a **test platform** with the same appearance and functions as the real platform. The aim is to provide teachers with the chance to learn how to use eTwinning without fear.
  - ▶ **Professional Development Courses and Bilateral and Multilateral Encounters.** These workshops gather professionals from different countries in Europe so they can talk and share experiences. Workshops for interconnection and partner search for European teachers are developed all throughout the academic year.



› **Tools:** Once you have registered in the eTwinning platform, you will have the following tools at your disposal:



- ▶ **Communication:** as you are now a part of the eTwinning Community, you have a desktop and a profile you can personalize, a search engine to get in touch with teachers all over Europe, a contact section, a forum and an internal messaging service.
- ▶ **Project management:** should you wish to carry out a project with your students and other European students, eTwinning offers you a safe work environment called TwinSpace and a Project Diary, where you can record the progress you are making and contact your National Support Service.

› **Ideas and experiences:** You will find different examples of activities and projects in our national website ([www.etwinning.es](http://www.etwinning.es)) and on the European website ([www.etwinning.net](http://www.etwinning.net)), which can be the starting point for your own projects.

› **Acknowledgement:** From eTwinning we have acknowledged different kinds of work carried out by teachers:

- ▶ National Quality Label
- ▶ European Quality Label
- ▶ National Award
- ▶ European Award
- ▶ Training credits
- ▶ Publishing and promotion



› **Help:** in eTwinning you will find technical help and assistance from the National Support Service. Should you have any doubts or inquiries about the programme, the use of the platform or the development of a project, contact your NSS at the following addresses: [informacion@etwinning.es](mailto:informacion@etwinning.es) (Spain) or [asistencia@etwinning.es](mailto:asistencia@etwinning.es) (Spain). In addition, at [www.etwinning.es](http://www.etwinning.es) you have manuals and documents that will help you, as well as a FAQ section.

Moreover, you can check with the eTwinning representative in your County (see representatives at [www.etwinning.es](http://www.etwinning.es))



## »»» My desktop

Once you have registered in eTwinning, you will have a virtual desktop you can personalise. You can also update your information and the data of your school, and you will find tools to contact teachers in the rest of Europe (partner search, contact list, project manager, forum, internal messaging...). Essentially, it is our window overlooking onto the rest of Europe. **(More information about the desktop)**



## »»» eTwinning projects

eTwinning projects favour collaborative learning: students learn from each other, they interact, communicate and, this way, feel responsible for their own learning.



An eTwinning project usually begins with the participation of at least two teachers of different nationalities. Later on, teachers from any nationality can be added. The topic will be agreed on by the participating teachers.

Once the project has been approved, the participating teachers and students will have a safe work space (TwinSpace) at their disposal, where all the activities can be carried out. In this virtual space participants will find tools such as blogs, forums, wikis, image galleries, content managers, chat, etc. In addition to this, they will have a Project Diary where they can contact their NSS and record the progress the project is making.

**More information about eTwinning projects**  
**More information about TwinSpace**

