



Information Pack for the Erasmus+ Training Course



Let's Digital Storytell!
18 – 27 August, Romania



Let's Digital Storytell! Training Course Bucharest, Romania | 18 - 27 August 2018

This info pack contains all the basic information related to your exciting stay here! So far, we can tell you that everything is ready to receive you... Quite a challenging story which we all are looking forward to 😊 We are ready to digital storytell together but first, please read below some news and information.

WHO We Are?

Asociatia UPGRADE is a young non-profit organization established in 2016 as a response to the needs raised by our local community, and our main goal is to empower teenagers and young people with fewer opportunities from rural and disadvantage areas to shape their own future. We mainly promote social inclusion and human solidarity trying to close the gaps faced by young people who live in rural, poor and disadvantaged areas. To achieve this goal, we create projects, programmes and events aimed for developing teenagers and young people both personally and professionally.



Having in mind the needs and preoccupations of the youth from our local community, our association is actively involved in:

- promoting cultural diversity and tolerance;
- fostering creativity, entrepreneurship initiatives and a healthy lifestyle among young people;
- involving young people with fewer opportunities and teenagers from disadvantage areas or with learning difficulties in international projects;
- supporting and promoting local initiatives and sustainable development;
- providing powerful tools to our youth workers for working with young people;
- building digital competencies through non-formal education;
- supporting and promoting youth involvement and voluntary work in the benefit of the communities;
- cooperating and fighting against racism, discrimination and corruption.


Following the principles of "education for a sustainable development", our activities focus on the development and implementation of local and European projects for volunteers, youth workers and youngsters. These projects take the form of workshops, educational, cultural and environmental activities, international training courses, mobility projects, voluntary projects and professional and personal support for teenagers and young people.

WHAT is Digital Storytelling?

Digital storytelling is the practice of using mobile applications and computer-based tools to tell powerful stories. As with traditional storytelling, most digital stories focus on a specific topic and contain some mixture of images, text, recorded audio narration, video clips, and music. Digital stories can be created with many different software programs or mobile apps and are usually shared on the web or on social media.

There are three main categories of digital stories:

- personal narratives, stories that contain accounts of significant events in one's life,

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- historical documentaries, stories that examine dramatic occurrences that help us understand the past,
 - content area stories designed to inform or instruct the viewer about a concept or practice.

WHY Digital Storytelling?

For over 27.000 years, since the first cave paintings were discovered, telling stories has been one of our most fundamental communication methods.

Studies revealed that stories are remembered up to 22 times more than facts alone, and that our brain loves good storytelling, while recent scientific work is putting a fine point on just how stories change our attitudes, beliefs, and behaviors. When telling a story, you take the listener on a journey, moving them from one perspective to another. In this way, story is a powerful tool for engendering confidence in you and your vision.

More recently subsequent studies and lab work proved that video or digital stories do consistently cause oxytocin synthesis, a key “it’s safe to approach others” signal in the brain. Further, the amount of oxytocin released by the brain predicted how much people are willing to help others; for example, donating money to a charity associated with the narrative.

Digital Storytelling is considered as the 21st Century version of the ancient art of storytelling with a twist: digital tools now make it possible for anyone to create a story and share it with the entirely world.

Digital stories transform young people, who use video and images as primary ways of communicating, from simple consumers to become creators of vivid content. Weaving together images, video, music, text, and voice, digital stories can be created in all content areas and at all educational levels incorporating in the same time the nowadays skills of creativity, communication, planning, team work and collaboration.

WHAT Competences can be Developed through Digital Storytelling?

According to United Nations Commission on Science and Technology for Development (UNCTAD), 85%-90% of future jobs will require ICT skills by 2020, and digital skills such as reading and editing digital documents, browsing the internet, and searching for information online, are already required for the jobs of the future.

Besides exploring an innovative technology tool and enjoying a great learning experience, “**Let’s Digital Storytell!**” training course will help us improve many complementary “soft skills” such as creativity, communication skills, critical and logical thinking, teamwork, or digital entrepreneurship and to develop the following competences:

- Digital Literacy, the ability to communicate with a worldwide community to discuss issues, gather information, and seek help.
- Global Literacy, the capacity to read, interpret, respond, and contextualize messages from a global perspective.
- Visual Literacy, the ability to understand, produce, and communicate through visual images.
- Technology Literacy, the ability to use computers, tablets, mobile devices and other technology to improve learning, productivity, and performance.
- Information Literacy, the ability to find, evaluate and synthesize information.



DESCRIPTION of the Project:

Let's Digital Storytell! is a project financed by the European Commission through the Erasmus+ programme. The training course will take place on 18-27 August 2018 in Bucharest, Romania. The 6 countries participating in the project are represented by NGOs and informal groups from Bulgaria, Lithuania, Portugal, Romania, Spain and UK.

The main aim of Let's Digital Storytell! is to develop the digital and storytelling competences of 24 youth workers. The attendees will have the opportunity to share their skills and experience, and to explore digital storytelling from the perspective of digital marketing and using it as an alternative to traditional videos and for their NGO promotion.

The training course will teach our participants the fundamentals of the digital storytelling process and how to create simple digital stories that can be used when working with young people. Participants will also learn how to use digital storytelling as a powerful tool of digital communication by producing exciting digital stories that require minimal experience and equipment.

Partners:

Asociatia UPgrade (Romania): project coordinator
Association WalkTogether (Bulgaria)
Asociacija "Tavo Europa" (Lithuania)
Grupo de Jovens Novo Mundo (Portugal)
Asociación Jóvenes Solidarios (Spain)
Diagonal Spain (Granada, Spain)
Impact Videos (UK)

TRAINING Course: Let's Digital Storytell!

Context: young people living in rural and disadvantage area can barely enjoy the benefits of technology-assisted trainings on digital skills due to the existing gaps in infrastructure and equipment, software and platforms, and limited teaching staff and resources. Young citizens from all over the world need to be equipped with digital competences and complementary skillsets and capabilities if they want to leverage existing and emerging technologies for development, to reach personal goals in their personal or professional life, and to be prepared for the jobs of the future.

According with the latest researches, we are currently facing a mismatch between the requirement for digital competencies and the lack of digital skills among youth people in emerging markets. Therefore, we need to prepare the young generation with adequate digital competencies to understand, adopt, creatively use new technologies and create new content for a sustainable development in a digital world.

Briefly the main idea of the **Let's digital storytell!** training course is for participants to:

1. learn the fundamentals of the digital storytelling process and apply it as a modern educational method and that can be replicated when working with young people,
2. explore digital storytelling from the perspective of digital marketing, using it as an alternative to traditional videos for the promotion of NGOs, and to also use digital stories to shape and evolve organizational branding, increase their visibility and in developing marketing campaigns,

3. and to ensure a strong foundation in 21st century skills (visual/global/digital literacy) by creating digital stories that required minimal experience and equipment (e.g. digital devices such as smartphones, tablets, basic camera etc.) but with a high impact towards the audience.

The main aim of **Let's digital storytell!** is to develop the digital storytelling competences of youth workers and young people, and to equip our participants with valuable knowledge that is transferable to many other projects. From a long-term perspective, we expect that more youth workers and young people to adopt digital storytelling as a powerful educational method and as a resource to boost digital competences.

PROGRAMME of the training - please note this is a draft program and it may be subject to changes:

Let's Digital Storytell!										
Theme of the Day:	Day 1 Sat, 18 Aug 2018	Day 2 Sun, 19 Aug 2018	Day 3 Mon, 20 Aug 2018	Day 4 Tue, 21 Aug 2018	Day 5 Wed, 22 Aug 2018	Day 6 Thu, 23 Aug 2018	Day 7 Fr, 24 Aug 2018	Day 8 Sat, 25 Aug 2018	Day 9 Sun, 26 Aug 2018	Day 10 Mo, 27 Aug 2018
	Let's Begin!	Topic. Ideas. Purpose.	Research. Explore. Learn. Tell Stories.	How to Write a Script.	Create the Storyboard.	Images. Video. Sounds. Audio Narration.	Assemble All the Elements.	Revise. Publish. Share. 35*Feedback.	Evaluate and Reflect.	Future Me.
9:00 – 10:00		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
10:00 – 11:30	Arrival of Participants	Let's Digital Storytell!	Styles of Storytelling: Group Analysis of Case Studies.	Waking the Muse: How to Find Inspiration at National Museum of the Romanian Literature. Learning How to Orchestrate the Script from a real Stage Director.	Create a Storyboard. Graphic Facilitation. [1]	Images, Media and Copyright. WeVideo. Basic Editing with my Phone/Camera.	Creating a Digital Story: Work in Progress. [1]	Digital Story: Finalized Version.	Dissemination Event: Preparation. [1]	Future Me. Creating the Web Platform of the Project - part.1
11:30 – 12:00		Snackable Chat & Break	Snackable Chat & Break		Snackable Chat & Break	Snackable Chat & Break				
12:00 – 13:30		ActionBound: Team Building Activity	Photo Storytelling Box.		Graphic Facilitation. [2]	Filming and I, the Stage Director.	Creating a Digital Story: Adding Media, Adjusting Audio. [2]	Digital Story: Experts Intervention and Final Revise.	Dissemination Event. [2]	Creating the Web Platform of the Project - part.2
13:30 – 14:00		Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	
14:00 – 15:00	Official Opening. Get to Know Each Other, Energizers and Group Connection Games.	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	Free Time	
15:00 – 16:30		Harnessing the Power of Storytelling.	The Gallery of Stories [2]: Research. Explore. Share.	Plan A) Walk&Talk: Scriptwriting at Mogosoaia Palace. Plan B)	Storyboard That! [1]	The Lesson in Editing.	Creating a Digital Story: Halfway Help [3]	Digital Story: Finalized Version. Assessment and Evaluation.	<Let's DS> Booklet.	
16:30 – 17:00	Snackable Chat & Break	Snackable Chat & Break	Snackable Chat & Break		Snackable Chat & Break	Snackable Chat & Break	Snackable Chat & Break	Snackable Chat & Break	Snackable Chat & Break	Departure of Participants
17:00 – 18:30	Introduction & Framing. The 8 Magical Key Competences	The Gallery of Stories [1].	Once Upon a Time: The (Digital)Story of my Country.	Scriptwriting: Feel the Words & Touch the Sounds at Clubul de	Storyboard That! [2]	Music: The Art of Listening. Recording Narration.	Finalizing Your Digital Story.	Your Digital Story as a Media and Educational Digital Tool.	Learning Evaluation + YouthPass.	
18:30 – 19:00	Erasmus+ Youthpass.	Reflection Exercise & Daily Evaluation	Reflection Exercise & Daily Evaluation	Mobilitate Urbana (SenseAbility).	Reflection Exercise & Daily Evaluation	Reflection Exercise & Daily Evaluation	Reflection Exercise & Daily Evaluation	Reflection Exercise & Daily Evaluation	Final Evaluation & Closing Ceremony.	
19:00 – 21:00	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	
21.00 +	Informal Welcome Evening	Boardgames Evening	Story(in)tercultural Evening	Free Evening	Cinema Evening	Participants Proposal	Light Painting Evening	Erasmus+ Future Ideas Evening	Farewell Evening	

PARTICIPANTS at Let's Digital Storytell!

The training course will bring together 24 participants (aged 18+), it's designed for youth workers, youth leaders, educators, trainers, teachers, NGO volunteers, who would like to expand their knowledge in the field of digital storytelling and to boost their digital skills. Participants need to have a good command of the English language and be ready to engage in interactive educational activities. Also, they need to be EU citizens or residents of the project countries (Bulgaria, Lithuania, Portugal, Romania, Spain and UK), and should not be involved in EVS programmes nor to be Erasmus students.

We will not actually be looking for participants with experience in digital storytelling or technology. In fact, this training course will be more for people with few or lack of experience in this field, still who are directly involved in working with youth, who are interested in their development and willing to share their experience, to improve their knowledge and digital skills.

So, if you would like to take part in this story, please fill in the following application form until July 15, 2018: <https://goo.gl/forms/fjZTP6jofN3QVbxX2>

INTERCULTURAL Activities & Breaks

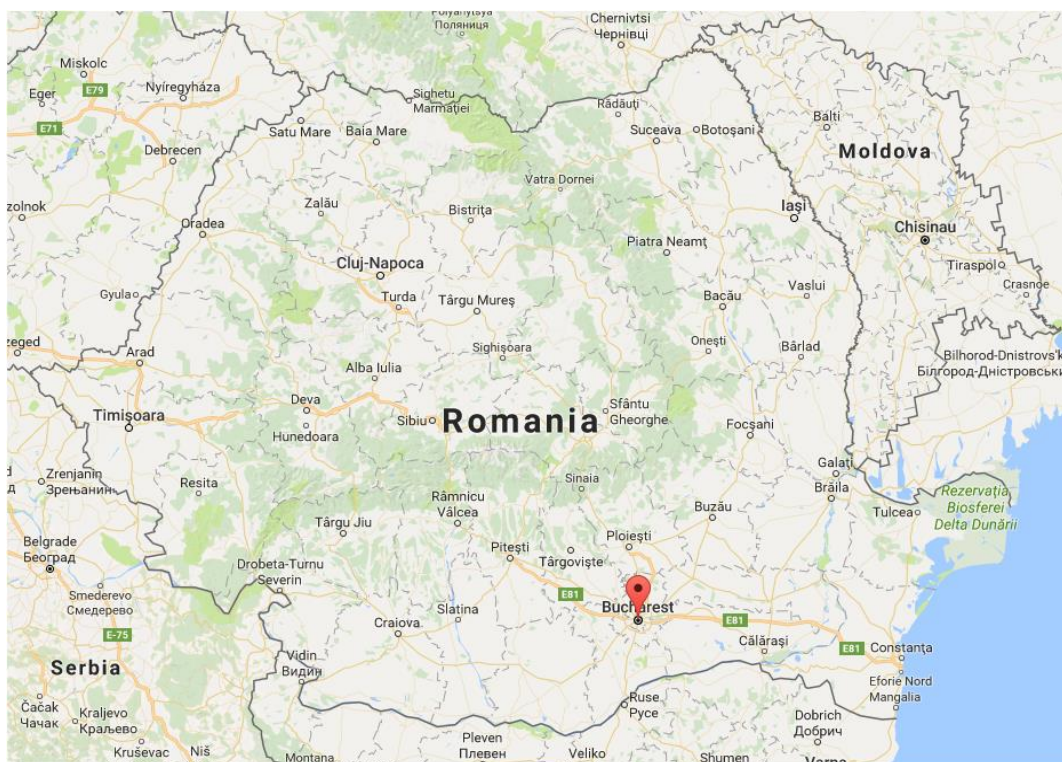
During the training course, we will organize one intercultural evening where you will share with the group interesting stories and customs about your country.

The theme for our intercultural evenings is “Intercultural Storytelling”. You will represent your country’s culture in the frame of this theme when enjoying a cozy evening listening exciting factual history, stories and myths.

Every day we will have snackable chat & breaks between the activities and some of our breaks will be truly intercultural. Each country is invited to contribute to our intercultural breaks and please feel free to bring traditional snacks from your country that you would like to share with the group.

VENUE: Every Trip Creates a Story. Discover Bucharest (Romania)!

The Training Course will take place in Bucharest, the capital and the largest city of Romania, as well as its cultural, industrial, and financial center. Bucharest is located in the southeast of the country on the banks of the Dâmbovița River. Economically, Bucharest is the most prosperous city in Romania and is one of the main industrial centers and transportation hubs of Eastern Europe. The Romanian Leu is the currency of Romania (1 euro = 4,65 lei).



About 10 kilometers from Bucharest, you can discover **Mogosoia Palace** a spectacular castle with an amazing garden and peaceful lake. The palace was built between 1698-1702 by Constantin Brancoveanu, a rich aristocrat and Prince of Wallachia, in what is called the Romanian Renaissance style or Brancovenesc style.



Accommodation details:

- Location: for the training course, we have been searching for a fairytale venue, with a lot of green places perfect for outdoor activities, and that is accessible by public transport and placed near emergency points (hospitals, pharmacies), dispose of health and safety equipment and with a cozy training room. And which to be very close to Bucharest city center.
- Accommodation will be arranged grouped by gender in 2 persons rooms with twin beds, shower and toilet, air conditional, refrigerator, TV etc. at the A10 resort which is located 5-10 minutes by walk from the famous Casa Presei Libere (House of the Free Press) and Herastru Park. Please note that the exact address and the full details will be provided to the selected participants.
- Breakfast, lunch and dinner will be served mainly at the location, at Rustic restaurant, and we will also provide vegetarian food (please fill in your dietary requirements within the application form).
- Coffee/Tea breaks will be organized in the hotel.





HOW to get to the VENUE

You are expected to arrive on 18th August until 14:00 at the Bucharest International Airport Henri Coanda, as the course starts with a getting to know each other session and a common dinner. You can arrive 1 or 2 days before the TC and also stay longer but you have to arrange your own accommodation for the extra days (of course, we could help you out to find the best place).

On the 18th August, we will organise two Shuttle Bus from Bucharest Henri Coandă Otopeni Airport (OTP) to the project venue. You will be picked up from the Arrivals Terminal at the airport. The first bus will depart from the airport Arrivals Terminal at 11:30 am and the second one at 13:30 pm.

On the departure date, **27th of August 2018**, we will organize a shuttle bus that will depart at 14:00 pm from the venue to the same airport in Bucharest. When you book your flight back home from Bucharest, please make sure you have enough time for boarding procedures.

The journey from the airport to the project venue is approximately 40 minutes considering the traffic congestion.

NOTE: We paid for the Shuttle Bus in advance and a small share of this cost will be taken out of each participant's travel allowance.

In case you decide to arrive directly to the resort, please use this [map](#). From the airport you should take the express buses #780 or #783 until Casa Presei Libere (House of the Free Press) bus station and from there to walk 5-10 minutes to the venue. Please note that in order to buy a ticket for the express buses you will have to use the ticket machine, or the ticket desk situated on the airport bus station (one-way ticket will cost 3.5 lei).

If you travel by train and arrive at the train station ("Gara de Nord"), please have a look on this [map](#). From Gara de Nord station one option will be for you to take the bus #780, to get off at Casa Presei Libere (House of the Free Press) and to walk around 5-10 minutes to the resort. On Gara de Nord bus station, there is a ticket desk from where you can buy a bus ticket (it will cost 3.5 lei for express bus #780, thus if you choose other public transportation that will be 1.3 lei/one-way ticket).

WEATHER conditions

In the middle of August, the average temperature is between 27 and 30 degrees Celsius. Afternoons can be very hot with average high temperatures reaching 30 C. The weather in August is somewhat dry with rain periodically, so bring appropriate shoes and clothes. Also, we have planned quite a few outdoor activities, so please bring appropriate clothes, including sport shoes, rain jackets and other water proof clothes. Please check the [weather forecast](#) before packing up!

CURRENCY in Romania

The official currency is the Romanian LEU (RON) and currently, 1 Euro = 4.65 Leu.

FINANCE & REIMBURSEMENT of Travel Costs

This training course is financed by the Erasmus+ programme, meaning there is no participation fee for attending. The costs related to food and accommodation will be completely covered by the hosting organisation. Travel costs are refundable for participants who attend all the sessions, commit themselves fully to the activities and provide all ORIGINAL tickets, boarding passes and emails relating to their travel. The maximum reimbursement per participant from each country is up to as follows:

Country of Participant	Maximum Reimbursement
Bulgaria	180 Euros
Lithuania	275 Euros
Portugal	360 Euros
Romania	20 Euros
Spain	360 Euros
United Kingdom	360 Euros

To receive the reimbursement, there are a few rules you need to follow:

- You must travel in the most cost-efficient way available to you. Before attending the training course, you must provide details of your travel plans to us for verification and approval.
- You must supply all the original travel documents (receipts, invoices, tickets and boarding passes) for BOTH your journeys to and from the training course. Digital copies of travel documents are also very useful, so please email these to us in advance, before you come to Romania, at **letsdigitalstorytell@upgradengo.ro**
- You must attend all the sessions and commit yourself fully to the activities.
- You must complete and sign a Reimbursement Form.
- After coming back home, you should send the remaining boarding passes and any other documents from your return journey by post to our project coordinator: **Laura Manache Soseaua Pipera, Nr.9-11, bloc 2E, sc.1, etaj 3, ap.9, Sector 1, 014251, Bucharest, Romania**. We recommend that you ask for a confirmation of receipt and a tracking number when you post the documents. Also, before you post your tickets, please scan them and keep the scanned copy.

The process for receiving your reimbursement is as follows:

1. After you have successfully completed the training course and returned home, you will send any remaining travel documents to our partner organisation in your home country.

2. Our partner organisation will then forward these to us for validation.
3. Once we have approved all the documents of ALL the participants from a country, we will send the collective reimbursement money to our partner organisation in that country – we use a lump sum payment to keep bank fees as low as possible.
4. Our partner organisation will then divide the amount that remains after bank fees and transfer the corresponding amount of money to each individual participant from that country.
5. Also, you will need to fill out the Mobility Tool Questionnaire which is an evaluation form sent to you by e-mail by the European Commission.

This whole process usually takes between 6-8 weeks – you can help us do it faster by submitting your documents quickly and correctly.

WHAT to pack

Bedding, pillows and towels will be provided by the accommodation (still, feel free to bring yours as well), but here are some suggestions on other things to bring with you to the training course:

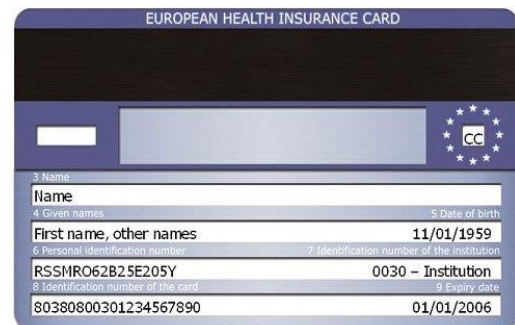
- Toiletries (shampoo, toothbrush, toothpaste, etc.), but most things can be purchased when you arrive in Romania if you are concerned about airport security and liquid limits.
- Comfortable shoes and clothes for summer weather – check the weather online before you travel.
- Personal medications.
- The accommodation is located in a very green area, also near Herastrau Park which has a beautiful lake, and some of the activities will take place outside. Please add a sun protection and anti-mosquitos cream in your luggage.
- Map, posters, photos, postcards about your country/region/town to be displayed during the Intercultural Evening and some gastronomic specialties (food and/or drinks).
- A plug adaptor (if required) so you can charge your electronic devices. This is an image of plugs that will work in Romania. Romania's electrical current is 230 V; 50 cycles and sockets take the standard continental European dual round-pronged plugs.

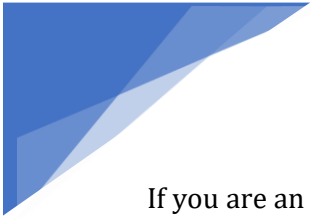


TRAVEL & HEALTH insurance: Safety Comes First

Please consider taking a “personal travel or international assistance insurance” to ‘play safe’ and note that this is not reimbursed. For the ones who have the European Health Insurance Card (see besides), please take it with you. For the ones who don’t have such card yet, maybe this is a good opportunity to arrange it (normally, it’s free of charge).

It is a mandatory requirement for all participants to provide their own health insurance. This should cover you for the full duration of your time in Romania. When you have arranged your insurance policy, please provide us with the details of it before you attend the training course, by sending us a scanned copy at letsdigitalstorytell@upgradengo.ro





If you are an EU resident, you can use the free European Health Insurance Card (EHIC) to allow you access to public hospital treatment. Having this card means you may be able to receive free medical treatment in the event of an emergency, but it is NOT guaranteed. Also, please be aware that the EHIC is NOT a travel insurance policy, it will not cover private health care, non-emergency health costs, or being flown back to your home country. To learn more, please go to: ehic.europa.eu/

General travel insurance to cover the safety of your possessions, lost luggage, delays to flights, etc. is NOT a mandatory requirement, but it is advisable.

DIETARY, HEALTH, & OTHER SPECIAL REQUIREMENTS

Please inform us as soon as possible if you have any food allergies or special dietary requirements so that we can inform the caterers and they can prepare meals that are suitable for you. If you have any other allergies, need to take regular medications or foresee a need for general medicines during your time in Romania (for example bug spray, headache tablets, travel sickness pills, etc.) please arrange these yourself as we are unable to provide them for you.

Likewise, if you have any health conditions, disabilities or mobility issues that you feel we need to be aware of or that may affect your participation in the training course activities, then please let us know what they are and how best to assist you.

SOCIAL MEDIA

We will create a Facebook Group to share information with you before, during and after the training course. You can also use it to get to know the other participants before you arrive in Romania. If you have not been added to the group after being selected, please let us know using the contact details below.

Please use the hashtag **#LetsDigitalStorytell** in everything you post during and after this training course. Type this hashtag at the start or end of any comments you make on videos or photos, or in the description of anything you post online. This will increase the visibility and the impact of the training course.

IMAGE USAGE RIGHTS

The activities of this training course will be filmed and photographed for dissemination and visibility purposes as this is a European funded project. By participating in this project, you agree to your likeness and contribution being used for promotion, education and to achieve the objectives of the project. If for any reason you feel uncomfortable with this, please let us know and we will do our best to comply with your wishes.

LEARNING AGREEMENTS

Since this is an EU funded project, all participants are required to sign learning agreements, which will be provided by the organisers during the first days of the training course.

CONTACT DETAILS & EMERGENCY NUMBERS

If you have any further questions or require any other information before you travel, please contact the project email address letsdigitalstorytell@upgradengo.ro



The hosting organisation for this project is:

Asociatia UPgrade

Address: Dreapta Street, Nr.2-3, sat Fierbintii de Jos oras Fierbinti-Targ, 927116 Ialomita, Romania

Website: <http://www.upgradengo.ro/>

Any doubts? Please talk with us: the training course coordinator and your official contact person whilst in Romania is:

Laura Manache

Email: laura@upgradengo.ro

Tel: 0040745703161

If you have a health, safety or fire emergency whilst in Romania please immediately contact:
Emergency Help Number (also for Fire and Ambulance)
Tel: 112

ERASMUS+

This training course has been co-funded by the Erasmus+ Program. If you would like to find out more about the program, please visit <http://ec.europa.eu/programmes/erasmus-plus/>



Co-funded by the
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