



CALL FOR WEBINAR PROPOSALS

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1. Objective of the Call for Webinar Proposals 2023

Are you knowledgeable in the areas of education and training? Do you want to share this knowledge with the educational community? The ELNE network wants to hear what you have to say! We are looking for speakers interested in putting together dynamic, informative and innovative webinars that will be streamed during our week-long online event on 12-16 February 2024: European Educational Leadership Week.

This is your chance to showcase your work, have your ideas be heard, and help shape the educational world in a significant way. In the ELNE's online event you will be given a platform for your webinar to reach all education stakeholders at all levels (from local to European). Later, your webinar will be uploaded to the ELNE digital library. This is an invaluable opportunity to exchange knowledge and ideas with those working in the same sector as you.





2. Theme and topics

ELNE's overarching theme for 2023/2024 is '**Transforming Schools into Learning Communities**'. During the online forum, the ELNE will touch upon various topics including:

- **The evolution of the teaching career:** we are interested in exploring the topic of the evolution of the teacher career and the role of teachers in learning communities. This does not only include inspiring success stories but also challenges that teachers face and more importantly how to overcome them. We are interested in topics such as the shortage of teachers (alternative pathways to the teaching profession, hybrid teachers), the changing role of teachers in education...
- **Innovative learning:** we want to hear about creative and inspiring learning methods, environments, approaches... How can we adapt teaching and learning to meet the needs of the contemporary learning communities?
- **Education in the digital age:** how has education been impacted by the digital era? What are the digital tools available to education practitioners and what are their advantages and disadvantages? How can digital tools empower the different types of stakeholders in education? We are interested in hearing about AI, data protection, Edtech companies, digital pedagogical tools...

In addition to this we are looking forward to hearing your proposals for topics. If you have an idea for a webinar on a different subject that falls under the overarching theme, we encourage you to make a proposal in the form you will find below.

3. How to participate?

3.1. Who can apply?

This Call for Webinar Proposals is open to all public and private education and training entities operating at European, national, regional or local level.

These entities can be foundations, public entities, networks, NGOs, universities, companies, regional authorities, municipalities, associations, etc. with no geographical restriction although priority will be given to those established in a **European country**, understood as the 46 Member States composing the [Council of Europe](#).





3.2. How to submit the proposal?

You can submit your proposal by following these steps:

- Select one of the topics provided above or think of your own topic feeding into the overarching theme ‘**Transforming Schools into Learning Communities**’.
- Select the format of your one-hour webinar (i.e. presentation, panel, interview, workshop, etc.). For better preparation, you can read here our [Webinar Guidance](#).
- Prepare a tentative programme.
- Fill in this [form](#) online, in English, and click ‘Send’. You will receive a copy of your response to your email.

Applicants may submit more than one proposal by filling out the form again. In case more details are required on the submitted proposal you will be contacted using the contact information provided in the application form.

Webinars must take place in English.

Should you have any questions, please contact contact@elnenetwork.org

3.3. Deadline

Proposals should be submitted by filling in the online form before **Friday, 24th November 2023**. If selected, you will be contacted throughout December 2023 for the next steps; namely, scheduling your webinar in the European Educational Leadership Week (EELW) and begin preparations.





4. Selection criteria

To select the most appropriate webinars to feed into our overarching theme ‘**Transforming Schools into Learning Communities**’, we will focus on the following selection criteria designed by Dr Loes van Wessum (European School Heads Association):

Features professional development	Learning activities	Practical suggestions
Evidence informed	Keeping up to date	<p>Ask experts to provide targeted information.</p> <p>Provide access to reading media (professional) literature or watch films, listen to podcasts etcetera. Provide guiding questions for reading or watching materials.</p> <p>Let participants discuss their practice with someone with more expertise: organize a Q and A.</p> <p>Organize a meet up session with an expert in the topic.</p> <p>Show cases of best practices and explain what makes it a best practice.</p>
Subject-specific and pedagogical content knowledge		<p>Be clear about the topic of the webinar.</p> <p>Formulate a SMART goal (Specific, Measurable, Achievable, Relevant, and Time-Bound) for a specific domain of teaching (or leading).</p>
Focus on student outcomes		<p>Focus the topic of the webinar on the learning of students. Formulate a SMART goal (Specific, Measurable, Achievable, Relevant, and Time-Bound).</p>





<p>Active and variable learning</p>	<p>Experimenting Reflection</p>	<p>Let participants discuss small parts of (subject) literature, or presentations.</p> <p>Invite participants to take notes during the webinar.</p> <p>Ask participants to write down their take-aways from the webinar and invite them to share them with each other.</p> <p>Set up a small experiment in the webinar.</p> <p>Invite participants to ask questions during the webinar (either live or in the chat).</p> <p>Let participants reflect on questions (either live or in the chat) and give them feedback.</p> <p>Let participants vote in a pole (for example with statements or right and wrong answers on questions raised)</p>
<p>Collaborative learning experiences</p>	<p>Collaboration</p>	<p>Work in breakout rooms- collaboration is easier in smaller groups.</p> <p>Let participants share ideas, stories, best practices. Ask them what ideas they've collected from listening to other participants.</p> <p>Let participants evaluate student or curricular material together. Discuss what criteria they have used (and compare it with what we know from research)</p> <p>Have a reflective dialogue on the topic of your webinar.</p> <p>Invite participants to meet up after the webinar and perhaps visit each other schools</p>
<p>Job-embedded learning</p>	<p>Learning by doing</p>	<p>Provide participants with homework- let them try new things in their own school.</p>





5. Next steps

If selected, you will be contacted throughout December 2023 for the next steps; namely, scheduling your webinar in the European Educational Leadership Week (EELW) and begin preparations.

Your webinar will be promoted and streamed on the ELNE website as part of the EELW. Only users that register to your webinar will be able to join the live session. Later on, the recorded webinar will be uploaded to the ELNE website and to the [European School Education Platform](#) (previously School Education Gateway).

This will allow you to:

- **Reach a bigger and more diverse audience:** your knowledge is relevant to everyone in the learning community. Participation will allow you to reach not only all types of stakeholders, but at all levels as well, from local, to national, to European. This will facilitate collaboration and connectivity between you and the education world.
- **Gain visibility for your work:** the information that you present will be taken into account by practitioners, researchers and policymakers alike, allowing you to have a significant impact in shaping education from the ground up.
- **Become part of the ELNE and make contacts:** you will be able to exchange knowledge and ideas with all types of stakeholders, becoming part of an ever-growing network that will allow you to have direct connections to the educational community at all levels.
- **Be invited to the in-person conference:** get the chance to meet the members of the network in person, as well as the other chosen presenters, practitioners and researchers. This is an invaluable opportunity to have an open conversation with practitioners, researchers and policymakers in order to get feedback from each other.
- **Be part of the ELNE publications (EduJournals):** your webinar will not only be broadcasted live, it will be uploaded and disseminated so that people can learn about it at any time. Being under the ELNE logo and in the ELNE website will make this content more accessible and visible.





6. Personal data protection

Recording & data collection

For knowledge sharing and dissemination purposes, the webinars will be recorded. Therefore the Network needs to follow the EU GDPR regulations. In broad, these regulations state:

“[The GDPR] Regulation lays down rules relating to the protection of natural persons with regard to the processing of personal data and rules relating to the free movement of personal data.

This Regulation protects fundamental rights and freedoms of natural persons and in particular their right to the protection of personal data.

The free movement of personal data within the Union shall be neither restricted nor prohibited for reasons connected with the protection of natural persons with regard to the processing of personal data.” (GDPR, 2023)

The ELNE webinars during the EELW will be hosted through the Microsoft Teams platform. The Microsoft teams privacy regulations can be found here: [Microsoft Teams Privacy](#). The formal organiser of the online event (hosting) will be the ELNE-coordinating partner EFEE. EFEE will also be referred to as ‘The data handler’, as they will be the organiser of the webinar (legal entity).

The webinar analytics and personal data will be stored in the ELNE Microsoft Teams account and EFEE’s private CRM -Eudonet- respectively. Data collected in the context of the ELNE project will only be used for ELNE purposes and will not be used for other aims unless consent is given separately. Specific anonymised information will be shared with ELNE partners who are in charge of specific tasks that are necessary for the successful completion of ELNE results. This data will be stored only till the end of the ELNE project funding period unless specified otherwise.

The recordings of the webinars will be stored in the ELNE Microsoft Teams account until uploaded to a private ELNE Youtube account for storage purposes. The webinars will not be visible or publicly trackable in Youtube. From there, the webinars will be embedded to the ELNE website and only accessible from there to registered users. Later in time they will also be uploaded to the European School Education Platform.

Anyone signing up as a speaker, organiser, moderator or participant, needs to be given all information on the collection, processing, storing and using of their data and give consent to the organiser. Everybody includes adults and minors alike.

The data that will be collected encompasses the following topics and reasons for collection and use:

- **(full) Name:** for the purpose of having a contact person & personal addressation
- **E-mail address:** for the purpose of contacting participants about the evaluation of the webinar





- **Organisation:** for the purpose of mapping the variety of participants
- **Role in education:** for the purpose of registering the audiences that are being reached and to identify potential stakeholders that are not in the scope of the current network yet.
- Confirmation that the participant is 18+ for consent purposes
- **How they heard about the project** for the purpose of mapping current communication streams and improving methods of communication.
- **The webinar(s) they attended** for the purpose of identifying (overlapping) interests, across stakeholders and topics in the field of educational environments.
- **Recording of the webinar** will be made for learning and dissemination purposes. **The participant has the choice to** turn on their camera, with the assumption of all cameras and microphones being turned off. Participants can opt to turn on their camera and microphones. This is on a voluntary basis, however by doing so they automatically consent to the recording of their camera and/or microphone as per the recording of the overall webinar.
- The recordings of the webinar will be uploaded on youtube and the ELNE website via a secure link. The webinars will also be uploaded to the [European School Education Platform](#).
- Recordings and/or screenshots of the webinar can be used for the purpose of dissemination and promotion on the ELNE social media and website and for the promotion and dissemination by ELNE partners.

Minors in visual materials & online events

The Network has the aim of addressing all stakeholders in formal educational environments. Minors are a major stakeholder in Primary-, Secondary- and (to an extent) Vocational education. The handling of data belonging to minors, however, is, as it should be, strictly regulated and follows slightly different rules than for adults.

Although on a basic level GDPR rules still apply, the United Nations Convention on the Rights of the Child (UNCRC) is considered as leading (OHCHR, 1989). In short this means that general consent cannot be obtained for the recording of minors in photos and videos.

Every single use of material that contains a minor needs to be acknowledged and/or authorised by the parent or legal guardian, every time it is used.

If minors are to be included in the webinars in any visual or auditory capacity (speakers or participants with the possibility of opening their camera or microphone), the webinar organiser will need to get in contact with the ELNE coordinator (EFEE) at least 2 months in advance to the webinar in order to arrange all practicalities and necessary forms for consent of the legal guardians.

Other possibilities of involving minors in webinars in a safe manner is through their participation in interactive activities throughout the webinar either in the chat or with interactive tools such as Kahoot.





By applying to this call you agree to:

* Pursuant to Article 6 (1) (a) of the GDPR and the general regulation on the protection of personal data of 27 April 2016, you consent to the processing of your personal image data for information and promotional purposes related to the implementation of the project "ELNE – Educational Leadership Network Europe”

** Pursuant to Article 6 (1) (a) of the GDPR and the general regulation on the protection of personal data of 27 April 2016 (Journal of Laws UE L 119 of 04/05/2016), you consent to the processing of your personal data for the purposes of project documentation entitled " ELNE – Educational Leadership Network Europe”

Information:

Pursuant to Art. 13 of the general regulation on the protection of personal data of 27 April 2016 (Journal of Laws UE L 119 of 04/05/2016), we inform you that:

1) the administrator of your personal data is the European Federation of Education Employers (Rue des deux églises 26, 1000 Brussels, Belgium)

3) your personal data will be processed for the purposes of the implementation and documentation of the project entitled "ELNE – Educational Leadership Network Europe” These data may be entrusted to project partners and institutions supervising the implementation of the project for the purposes of control, monitoring, statistics and promotion of the project.

4) Your personal data will be stored for a period of 5 years from the end of the project “ELNE – Educational Leadership Network Europe”

5) you have the right to request the administrator to access personal data, the right to rectify, delete or limit processing, the right to object to the processing, the right to transfer data, the right to withdraw consent at any time.

6) you have the right to lodge a complaint with the supervisory authority.

7) providing personal data is obligatory under the law and in the remaining scope it is voluntary.

References

- OHCHR. (1989). Convention of Childs rights. Accessed 31 October 2023.

<https://www.ohchr.org/en/instruments-mechanisms/instruments/convention-rights-child>

- GDPR. “Article 1 GDPR: Subject-matter and objectives”. <https://gdpr-info.eu/art-1-gdpr/>

