



Promoting Resilience and Employability in uniVersity

PREVIEW

**ERASMUS + Call 2022 Round 1 KA2
KA220-HED - Cooperation partnerships in higher education**

Deliverable 3.5 Report on Preview HUB training



This Project has received funding from European Union under the Grant Agreement n. 2022-1-IT02-KA220-HED-000088742



Project Acronym	PREVIEW
Grant Agreement number	2022-1-IT02-KA220-HED-000088742
Project Full Title	Promoting Resilience and Employability in uniVersity

DELIVERABLE INFORMATION

Deliverable Number:	3.5
Deliverable Name:	Deliverable 3.5 Report on Preview HUB training
Dissemination level:	Confidential
Type of Document:	REPORT
Contractual date of delivery:	30 April 2024
Deliverable Leader:	CNR
WP Leader/ Task Leader:	CNR
Keywords:	Remote Internship, Higher Education, MOOCs, Digital Competencies, Multilingual Learning
Abstract:	This report outlines the learning activity provided by CNR to the academic and no academic staff in charge of support the use of Preview HUB platform.

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Executive Summary

This report describes This report outlines the learning activity provided by CNR to the academic and no academic staff in charge of support the use of Preview HUB platform.

DESCRIPTION OF THE PROJECT

Students graduating today with business degrees will be working in careers yet to be created, and many already in the workforce will transition from collocated to remote work. How do educators, and individuals, prepare them for what lies ahead?

The Project PREVIEW, based also on lessons already learnt in the context of the COVID-19 crisis, aims at overcoming these emerging challenges in working scenario by developing innovative and inclusive pedagogical and apprentice models to be included in the education system. Specifically, through designing a student-centered remote internship journey along with other university and company activities, the Project PREVIEW aims at support the ecosystem actors (students, university tutors and company mentors) in developing and upskilling knowledge and skills according to the new working scenario and organization model occurred by the digital age.

PREVIEW has as its main objective to increase the capacity and readiness of Partners involved, as well as students and universities, and industries staff to manage an effective shift towards digital education required by the organizational changes as consequence of remote working explosion.

The Consortium has identified the tourism and cultural heritage sector as a pilot area. Specifically, the project aims to focus on skills development for remote working to provide students with further employability skills to increase their professional success in a labour market shaped by digital transformation. Despite PREVIEW focuses on the tourism field as piloting action, the project outputs are likely to be easily transferable to other relevant fields.

The Project will support the use of digital technologies for teaching, learning, assessment, and engagement. Particular attention will be given to promoting gender equality and addressing differences in relation to the access and use by underrepresented groups. Furthermore, it addresses the:

1. Development of disadvantaged rural and urban areas, since remote internship could help students from rural areas with economic limitation to live a working experience in interesting and stimulating contexts. To this regards UNISS and ASE are Universities that involve student from these areas. It also could contribute to increased the participation of disadvantaged groups, e.g. students with disabilities;
2. Open and distance learning priority since the project envisages MOOC and innovative ICT-based content, services, pedagogies and practice for internship experiences.
3. New learning and teaching methods and approaches, since the project focuses the development, testing and implementation of flexible learning pathways and modular course design (online and blended) and appropriate forms of assessment, including the development of online assessment and innovative

pedagogies model such as collaborative online learning or the use of co-creation approach such Service Design Methodology to design.

PREVIEW Specific objectives

PREVIEW project main achievement and concrete results are:

1. Design and test a new University curriculum by including innovative Remote Internship.
2. Promoting a smooth shift in the University Partners from the in-person internship program to a virtual program in the fields of tourism and cultural heritage.
3. Involving at least 100 students or graduates (at least 16 of them with economic and geographical limitations) participating in remote internship experiences in the field of tourism and cultural heritage.
4. Providing at least 50 education operators (teachers, trainers, university, and company tutors, etc) with a much higher level of digital skills to usefully manage blended internship experiences as well as blended learning.
5. Involving at least 80 education operators in the Learning activities involving at least 150 students in the MOOC on remote skills
6. Facilitating access to international work experiences despite economic and geographical limitations, disabilities, learning difficulties and disadvantages.
7. Establish a strong partnership among University and Tourism and Cultural Heritage business associations to exchange expertise in different fields and to improve the quality of remote internships.
8. Support enterprises involved in the project in transition to remote working.
9. Improvement of knowledge about new methodologies, tools, and technologies as educational means for supporting teachers and students to develop digital and soft skills and competences.
10. Stimulating virtual forms of collaboration and communication among students, university teachers and company representatives.

1. INTRODUCTION

This report outlines the learning activity provided by CNR to the academic and non academic staff in charge of support the use of Preview HUB platform.

The training activities on the platform were conducted remotely and structured into multiple ad hoc sessions to accommodate the different needs of the participating institutions. As the platform rollout did not occur simultaneously across the four universities, CNR staff had to engage with the respective university representatives on multiple occasions — not only to deliver the training sessions but also to provide ongoing support and clarification on specific operational issues that emerged during implementation.

To facilitate future reference and ensure consistency in responses, a list of the most frequently asked questions (FAQ) has been compiled and is included as an annex.

2. DESCRIPTION OF THE TRAINING ACTIVITIES

As part of task 3.4, the CNR organized the final training activity of the PREVIEW HUB in May and June. This activity, entitled “Mentoring and skill development in remote internships,” was carried out using a peer-to-peer methodology and involved the main actors of the platform, with the aim of consolidating the skills necessary for managing remote internships and further validating the functionality of the system through direct experience. This training session was not only an opportunity for exchange and mutual learning, but also a strategic step towards testing the usability and overall effectiveness of the platform in the field.

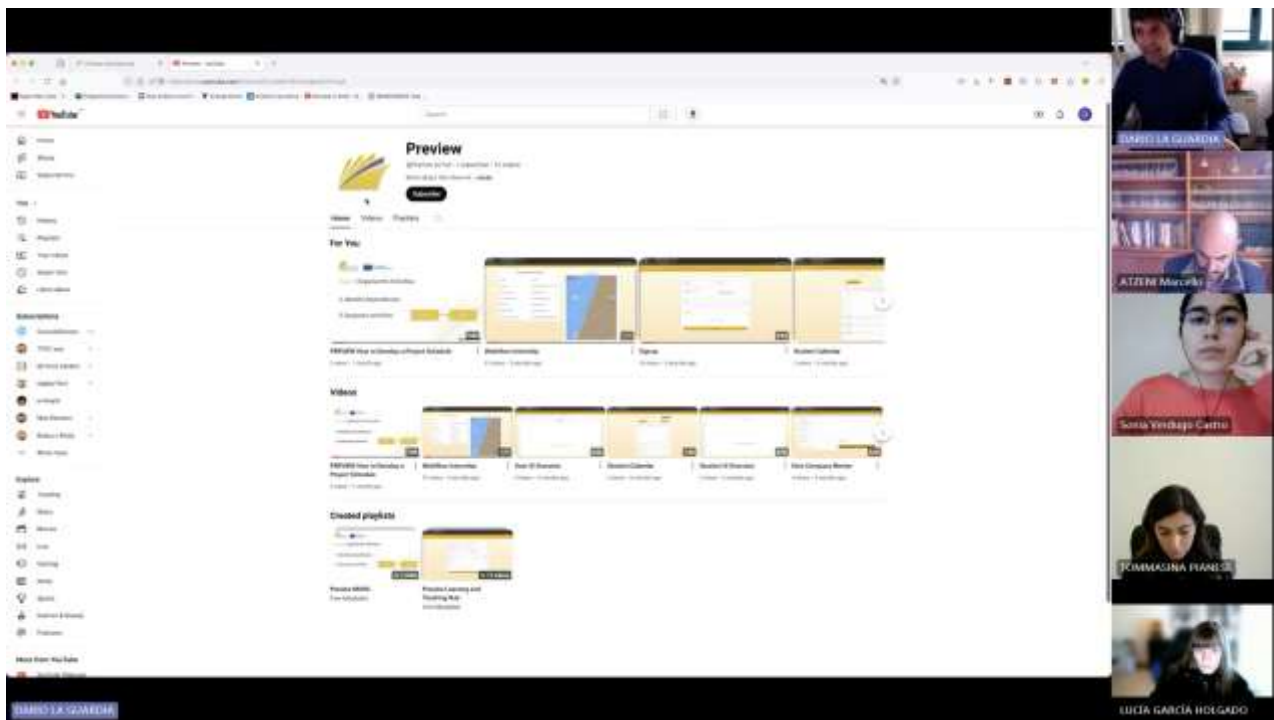
The training was conducted remotely and structured into dedicated sessions for each user profile, including practical demonstrations on how to use the platform.

The sessions covered technical aspects (access, event management, resource uploading), operational aspects (internship management, roles and responsibilities), and functional aspects (use of the chat, troubleshooting of common issues).

During the training, CNR staff provided direct support to users, also through additional sessions aimed at addressing specific questions or technical issues.

This is the list of meeting organized by CNR:

28/12/2024 Meeting UNISS and USAL	Tommasina Pianese , Marcello Atzeni ,Sonia Verdugo Castro, Lucía García Holgado Online
29-30/05/2024 Transnational Project Meeting ASE	Daniela de Gregorio, Dario La Guardia Tommasina Pianese ,Marcello Atzeni (Remote) Remus Ion Hornoïu, Ana María Pinto Llorente , Lucía García Holgado, Sonia Verdugo Castro (Remote) ,Fabrizio Giglioni (Remote) Julia K. Skupchenko, Massimo Mercuri (Remote),Imola Antal (Remote) ,Mustafa Hilmi Çolakoğlu
24/01/2025 Meeting ASE e NEVU	Selin Zengin Tasdemir, Mustafa Hilmi Colakoglu, Imola, Dario, T Isil Dogan, Massimo Mercuri, Fabrizio Giglioni, Toprak Keskin, Burcu Simsek, Jullia Skupchenko, Ionut Anfrei Militaru, Remus Ion Hornoïu
07/02/2025 Meeting NEVU e UNISS	Marcello Atzeni, Dario La Guardia, Serkan Şahinkaya, Mustafa Hilmi Çolakoğlu, Şahlan Öztürk, Burcu Şimşek Yağlı, Tayyibe Işıl Doğan, Selin Zengin Taşdemir
27/02/2025 Meeting NEVU	Dario La Guardia, Daniela de Gregorio, Tommasina Pianese, Marcello Atzeni, Mustafa Hilmi Çolakoğlu, Toprak Keskin, Şahlan Öztürk, Burcu Şimşek Yağlı, Tayyibe Işıl Doğan



2.2 FAQ

This is the list of most common faq recorder during the training sessions

Access and Registration

I did not receive the confirmation email after registration. What should I do?

→ Check your spam folder or contact your university coordinator to verify the activation.

Can I change my university or role after registration?

→ No, for internship tracking reasons, only the platform administrator can make such changes.

What should I do if I forget my password?

→ Use the “Forgot Password” function on the login page to receive a reset link.

Internship Management

How can I check if my internship has been approved?

→ The updated status (“Approved”) will appear in the Internship Information section.

I don’t see the activities in the mountain view. Why?

→ Activities become visible only after approval and input by your tutors or coordinators.

How can I complete an activity?

→ Click on the active flag and select “Complete” after successfully finishing the required task.

Calendar and Events

Can I modify the date of a meeting?

→ Only the coordinator or tutor who created the event can modify it.

Where can I find a summary of my upcoming activities?

→ In the Calendar section, where all meetings and deadlines are listed.

File Management

What is the difference between “Personal Resources” and “Internship Resources”?

→ Files in Personal Resources are private, while those in Internship Resources are shared among all participants in the internship.

Where can I find my certificate of completion?

→ It will be available in the Internship Resources section once it has been issued by the coordinator.

💬 Communication and Support

How can I contact my tutor or mentor?

→ Use the Chat function located in the top navigation bar.

Who should I contact if I encounter a technical issue?

→ Contact the technical referent of your university or your university coordinator.