

Twinspace & Collaboration in eTwinning Projects



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ETWINNING ECO-SYSTEM



PORTAL

General info



eTWINNING LIVE

For teachers

Interaction and Learning
Access to Twinspace(s)



TWinspace(S)

For students (and teachers) in
eTwinning Project

TRAINING / INTRODUCING TWinspace

Twinspace in etwinning.net

In eTwinning Live

In Twinspace

As a teacher (admin)

different steps

1. **Contact Person**
(Invite + Accept)
2. **Project**
(Invite + Accept)

Role:
Member/Admin

As a pupil (admin)

'Easy' access

Teacher creates
Logins and
Passwords
+ Role

GENERAL SETTINGS

GENERAL SETTINGS



The screenshot shows the 'TWinspace DISCOVERY' settings page. At the top, there is a navigation bar with 'Portal', 'eTwinning Live', and 'TWinspace DISCOVERY' (highlighted). On the right, there are links for 'English' and 'Logout'. Below this is a secondary navigation bar with 'HOME', 'PAGES', 'MATERIALS', 'FORUMS', 'LIVE', and 'MEMBERS'. The main content area features a 'Browse in public mode' link with an information icon. The title 'TWinspace DISCOVERY' is prominently displayed with an information icon. Below the title is a subtitle: 'Self-teaching track to explore the Twinspace', followed by a 'Read more' link. On the left, there is a logo for 'TWinspace DISCOVERY'. On the right, there is a 'SETTINGS' gear icon, a welcome message 'Welcome Bart Verswijvel' with a profile picture and a notification icon showing '8'.

The General Settings of the Twinspace allow you to display a title, subtitle and logo for the Twinspace as well as to choose a colour scheme (theme).

Title, description and logo are always public to anyone on internet.

PROFILE SETTINGS

A horizontal bar with a teal-to-white gradient, positioned below the title.

TWinspace DISCOVERY



Self-teaching track to explore the Twinspace

[Read more](#)

Welcome
San Lillergan



With the Profile settings users of the Twinspace take the first steps in **expressing their digital identity**. Adding a profile picture and a short description are important for **the first impression** others have about you.

Click on your name to change the profile settings.



Edit profile

General

First name *

San

Last name *

Lillergan

Display language

English ▼

Description

(No more than 100 words)

I am a 15-year old boy from Cork (Ireland). My hobbies are horse riding and watching movies with friends.

Save

Cancel

Picture

(Uploading a new picture will replace the current one once you press save)



DROP AN IMAGE

[Browse to upload](#)



Profile 🔔

[Edit Twinspace profile](#) [My TwinSpaces](#)

Welcome **San Lillergan** 



San Lillergan (Last login: 25.11.2015)

I am a 15-year old boy from Cork (Ireland). My hobbies are horse riding and watching movies with friends.

The Profile settings (including picture and written description) will be displayed in all the Twinspace you make part of.

Teachers should provide guidelines for the students of how they must write the profile **description**: what is the language, what type of information must (not) be shared etc.

Teachers must also provide guidelines, if necessary, about the **profile picture**. A picture tells more than a thousand words. **Teachers cannot delete the profile picture** of the student.

ADD PARTICIPANTS TO THE TWinspace

[HOME](#)[PAGES](#)[MATERIALS](#)[FORUMS](#)[LIVE](#)[MEMBERS](#)





ADD PARTICIPANTS TO THE TWinspace

Search

[EXPORT INVITED PUPILS](#)

[Invite members](#)
[Contact all members](#)

4 Members: 2 Teacher(s), 1 Pupils(s), 1 Visitor(s) **Members**

Name	Role	Country	City	School	Last login	Actions
 Bart Verswijvel	Teacher adn	Belgium	Brussel	EPOS vzw	25.11.2015 15:54	
 Mister Visitor	Visitor	Belgium			21.11.2015 20:16	Reset password Delete
 Rute Baptista	Teacher adn	Belgium	Brussels	Central Support Servi...	15.06.2015 10:33	Delete
 San Lillergan	Pupil admini				25.11.2015 15:33	Reset password Delete

1-4 of 4

[Teachers](#)
[Pupils](#)
[Visitors](#)

Administrators have the power to invite new members: teachers, pupils and visitors.

ADD PARTICIPANTS TO THE TWinspace



Support



PEOPLE

EVENTS

PROJECTS

GROUPS

PARTNER FORUMS



TWinspace DISCOVERY

23.09.2014

Self-teaching track for the new Twinspace


- Edit
- image gallery
- Add new partner(s)
- Close project
- TwinSpace
- Project Card: talk to your NSS
- Download eTwinning Certificate
- Apply for a Quality Label

New teacher partners are added **on the level of eTwinning Live**.

ADD PARTICIPANTS TO THE TWinspace



The screenshot shows the 'Members' page in eTwinning. At the top, it indicates '4 Members: 2 Teacher(s), 1 Pupils, 1 Visitor(s)'. Below this is a table with columns: Name, Role, Country, City, School, Last login, and Actions. The table lists four members: Bart Verswijvel (Teacher adm), Mister Visitor (Visitor), Rute Baptista (Teacher), and San Lillergan (Teacher administrator). A red box highlights the role dropdown menu for Rute Baptista, which is currently set to 'Teacher' and has 'Teacher administrator' selected. To the right of the table, there are buttons for 'Invite members' and 'Contact all members'. At the bottom right, it says '1-4 of 4'.

Name	Role	Country	City	School	Last login	Actions
 Bart Verswijvel	Teacher adm	Belgium	Brussel	EPOS vzw	25.11.2015 17:03	
 Mister Visitor	Visitor	Belgium			21.11.2015 20:16	Reset password Delete
 Rute Baptista	Teacher	Belgium	Brussels	Central Support Servi...	13.06.2015 10:33	Delete
 San Lillergan	Teacher administrator				25.11.2015 15:33	Reset password Delete

Teachers who will also add content on the Twinspace (e.g. Pages, Forums, etc.) **need to be upgraded** on the level of the Twinspace. They must be given the status of Teacher Administrator.

1

ADD PARTICIPANTS TO THE TWinspace Invite pupils

Pupils with existing accounts

#1

New pupils

#1

#2

2

make sure that the password is at least 6 characters long.


	First name	Username	Password	Role
#1	Polona	polona.moriarty	YGh7!oP*	Member <input type="button" value="X"/>



Teachers add the pupils to the Twinspace. They add the names of the students and provide them with a password.







Students cannot change the credentials. Teachers can RESET the PASSWORD of pupils.

INVITE PUPILS TO THE TWinspace

Search

EXPORT INVITED PUPILS Download 

 3 Members: 2 Teacher(s), 1 Pupil(s), 0 Visitor(s) **Members**  [Invite members](#)
[Contact all members](#)

Name	Role	Country	City	School	Last login	Actions
 Bart Verswijvel	Teacher admir 	Belgium	Brussel	EPOS vzw	27.01.2015 09:26	
 Polona Moria...	Pupil 					Reset password Delete
 Rute Baptista	Teacher admir 	Belgium	Brussels	Central Support Servi...	13.11.2014 18:51	Delete

Teachers can export the data of logins and passwords of the students to Excel: EXPORT INVITED PUPILS.

If necessary also **Visitors** can be added to the Twinspace. Visitors are adults who will not register at etwinning.net (e.g. parents). The procedure is similar to the invitation of pupils.

INVITE PUPILS TO THE TWINSPACE



The screenshot shows a user management interface with a table of users. The first row shows 'Bart Verswijvel' with role 'Teacher admin', location 'Belgium', and organization 'Brussel EPOS vzw'. The second row shows 'Polona Moria...' with a role dropdown menu open, showing options 'Pupil', 'Pupil administrator', and 'Pupil administrator'. The dropdown menu is highlighted with a red box. To the right of the second row are buttons for 'Reset password' and 'Delete'.

Teachers can give Pupils the role of PUPIL ADMINISTRATOR.

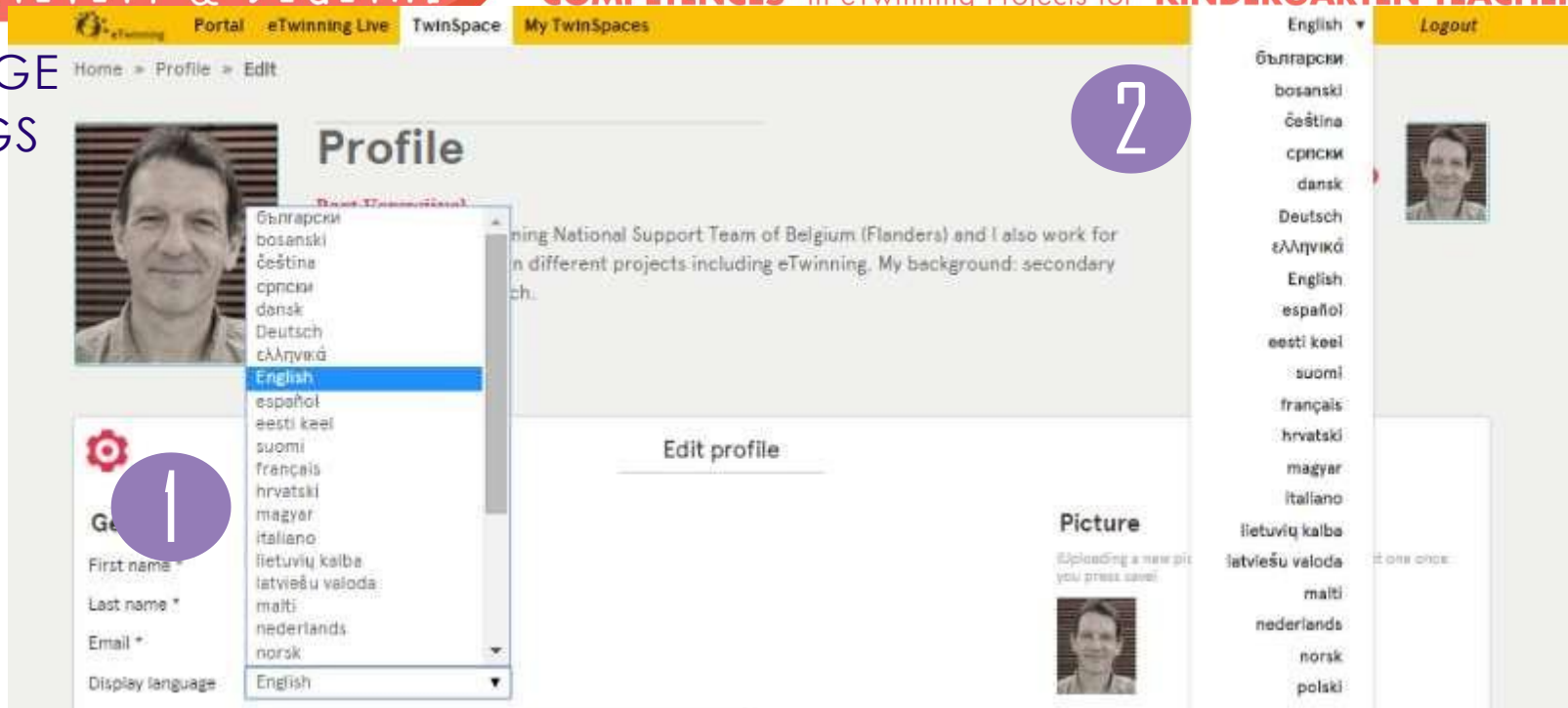
PUPIL ADMINISTRATORS can create PAGES and FORUMS.

Pupil Administrators can assist teachers. They can have the Administrator's role temporarily (e.g. during a lesson). **Pupils Administrators have high level ownership and responsibility.**

LANGUAGE SETTINGS



LANGUAGE SETTINGS



The screenshot shows the eTwinning user interface. At the top, there are navigation links: Portal, eTwinning Live, TwinSpace, and My TwinSpaces. The user is logged in as 'Home > Profile > Edit'. The main content area is titled 'Profile' and includes a profile picture, a bio, and an 'Edit profile' button. A gear icon in the top left of the profile section is circled with a purple circle containing the number '1'. A dropdown menu is open, showing a list of languages: български, bosanski, čeština, српски, dansk, Deutsch, ελληνικά, English (highlighted), español, eesti keel, suomi, français, hrvatski, magyar, italiano, ietuvīņu kalba, latviešu valoda, malta, nederlandsk, norsk, and English. A purple circle with the number '2' is located in the top right of the profile section. On the right side of the page, there is a 'Logout' button and a vertical list of languages: English, български, bosanski, čeština, српски, dansk, Deutsch, ελληνικά, English, español, eesti keel, suomi, français, hrvatski, magyar, italiano, ietuvīņu kalba, latviešu valoda, malta, nederlandsk, norsk, and polski.

There are 2 types of Language Settings:

- I. **DEFAULT LANGUAGE SETTINGS:** each time you log in, the TwinSpace will take these language settings.
- II. **SESSION LANGUAGE SETTINGS:** if necessary you can change the language settings for the duration of the current session.

MATERIALS



PAGES



IMAGES



ALBUM

IMAGES ¹ - SCHOOL PICTURES - BELGIUM

We are a small secondary school in the North of Belgium with about 400 students.

Our school offers technical and vocational education and we have sections like Accountancy, ICT Management, Public Relations etc.

Here you see one of our classrooms:



Non-verbal communication is important for an eTwinning project. Images also make the Twinspace more attractive.

You can create stand-alone albums with e.g. pictures of activities or you can integrate pictures in PAGES, FORUM posts or PROJECT JOURNAL posts.

HOME

PAGES

MATERIALS

FORUMS

LIVE

MEMBERS

TWinspace DISCOVERY

Self-teaching track to explore the Twinspace

[Read more](#)Welcome
Bart VerswijvelPages ¹[Let's get started](#)

CREATE A PAGE

Images ¹

ADD IMAGES

Videos ¹

ADD VIDEOS


To upload pictures you click on ADD IMAGES on the front page. Alternatively you can click on MATERIALS.




The screenshot shows the Twinspace Discovery interface. At the top, there is a search bar and navigation tabs for IMAGES, VIDEOS, and FILES. The 'IMAGES' tab is selected. On the left side, a red box highlights the '+ CREATE IMAGE ALBUM' button. In the center, a modal dialog titled 'Create image album' is open, showing a text input field with the name 'School pictures - Belgium' and buttons for 'Cancel' and 'Save'.

It is advisable to create **IMAGE ALBUMS**. The maximum size of a picture is 4 Mb. Only these formats are allowed: gif, jpg, jpeg, png.

If you want to integrate pictures in a PAGE, FORUM or PROJECT JOURNAL post, you first of all need to upload your pictures in this section.

Search images, vectors and videos All images 



Antwerp Railway Station, Belgium Station


Funki50 / 77 images
Profile picture: Funki50
Buttons: [Profile](#) [Message](#) [Follow](#)

S	840 x 426	153.1 kB
M	1280 x 853	505.3 kB
L	1920 x 1280	1.1 MB
X	1920 x 1280	2.0 MB

License: **CC0 Public Domain / FAQ**
Free for commercial use / No attribution required

[Free Download](#) [View](#)

Sponsored images shutterstock

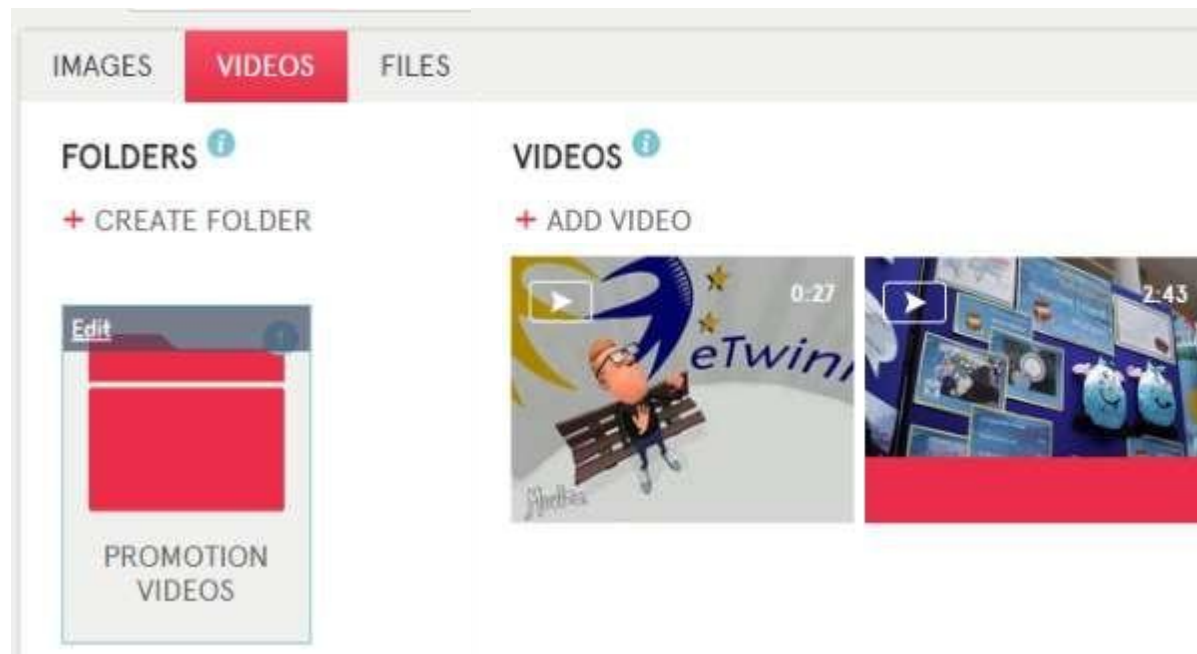


For copyright reasons is advisable to use only pictures of which you own the rights or that have been shared under Creative Commons License.

1. Pictures you took yourself or that belong to **Public Domain** can be used freely without attribution of the name of the author.
2. When you use pictures under Creative Commons License you need to give credit to the author in the proper way.

VIDEOS





Videos bring life to the Twinspace. You can create stand-alone FOLDERS with movie clips or you can integrate movies in PAGES, FORUM POSTS or JOURNAL POSTS.

HOME

PAGES

MATERIALS

FORUMS

CHAT

MEMBERS

TWinspace DISCOVERY

Self-teaching track to explore the Twinspace

[Read more](#)Welcome
Bart Verswijvel

Pages 1

[Let's get started](#)

CREATE A PAGE



Images 1



ADD IMAGES

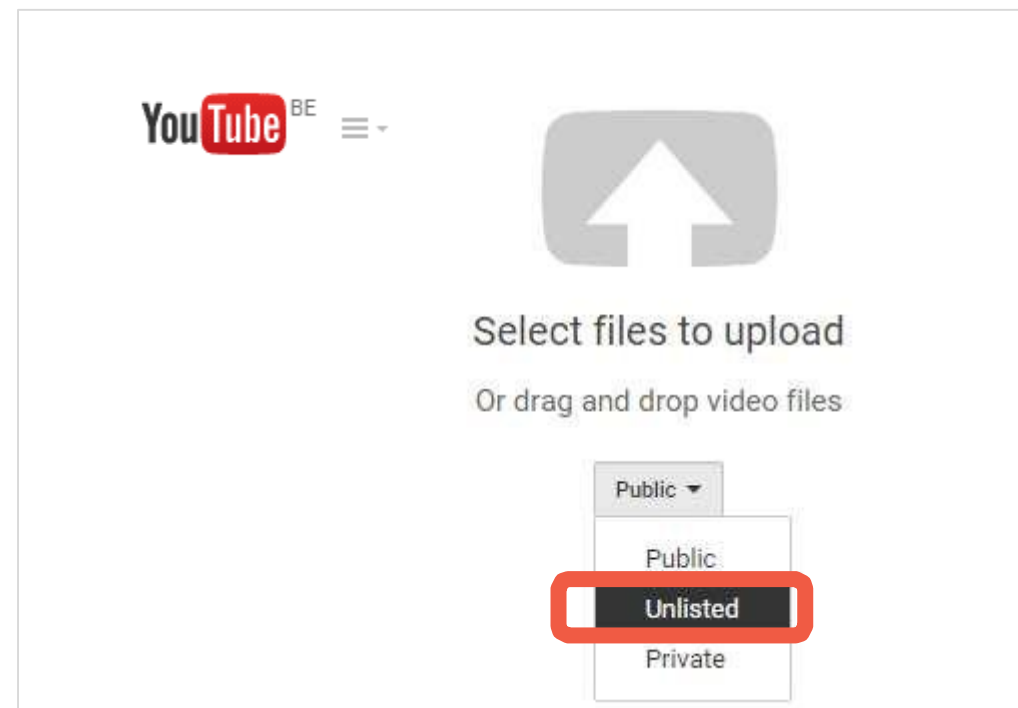


Videos 1



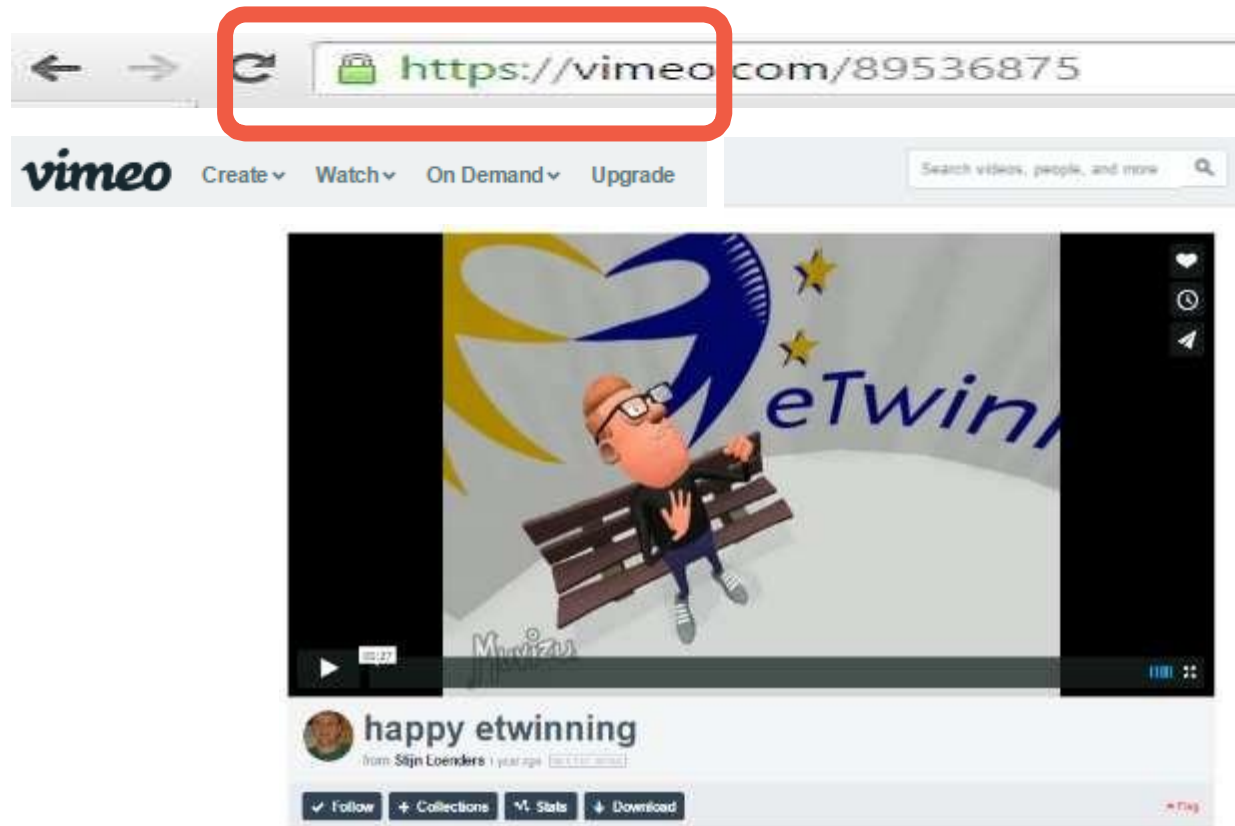
ADD VIDEOS

To upload videos you click on ADD IMAGES on the front page. Alternatively you can click on MATERIALS.



You cannot upload videos directly to the Twinspace. You need to upload a video first to Youtube, Vimeo or DailyMotion.

For safety reasons you should categorize videos at **Youtube** under **UNLISTED**. In this way the video will be hidden for the Youtube search engine. However the video will be visible to anyone who knows the URL.



ADD URL OF YOUR VIDEO

Supported:

Youtube - [Instructions](#)Vimeo - [Instructions](#)DailyMotion - [Instructions](#)[Cancel](#)

To transfer the video to the Twinspace, you first COPY the URL of the previously uploaded video at YouTube, Vimeo or Dailymotion and then PASTE it in the MATERIALS section of the Twinspace.

vimeo



Choose files to upload

or drag and drop them here.

Privacy

Anyone can see this video

Anyone can see this video

Only I can see this video

Only people with a password can see this video

Hide this video from Vimeo [Upgrade now](#)

ADD URL OF YOUR VIDEO

This Vimeo video link does not seem to exist.

Supported:

Youtube - [Instructions](#)Vimeo - [Instructions](#)DailyMotion - [Instructions](#)

Science experiments

Here is the video about the science experiments of the Croatian school:

vimeo.com/138289225.

You need a password to watch it.

You will find it when you can give the answers to the following questions.

(Take the first letter of the answer.)

Vimeo offers the opportunity to protect a **video with a password**. In that case the video cannot be uploaded in the MATERIALS section of the Twinspace and cannot be embedded in e.g. a PAGE.

It is, of course, possible to share the URL of the Vimeo video on a PAGE, FORUM or JOURNAL POST.

FILES

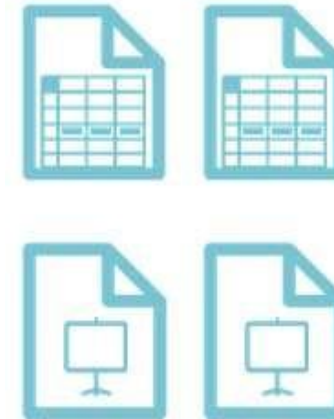




Do you want to know the pupils come to school?


Here are the data and the presentations about the topic.


Please join the discussion in our FORUM.




IMAGES VIDEOS **FILES**


FOLDERS ⓘ
+ CREATE FOLDER


 DATA: TRANSPORT TO SCHOOL

 PRESENTATIONS: TRANSPORT TO SCHOOL

FILES ⓘ - DATA: TRANSPORT TO SCHOOL

 DRAG FILE HERE
Upload file

 DATA LATVIA.XLSX

 DATA BELGIUM.XLSX

The Twinspace offers the opportunity to share various types of files. You can create stand-alone folders or you can integrate a direct link to the FILES on a PAGE, FORUM or PROJECT JOURNAL post.

Allowed files are **text files** (.pdf, .txt, .doc, .docx), **presentations** (.ppt, .pptx), **spreadsheets** (.xls, .xlsx) and **compressed files** (.zip, .rar). The maximum file's size is **20 Mb**.

HOME

PAGES

MATERIALS

FORUMS

LIVE

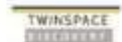
MEMBERS

TWinspace DISCOVERY

Self-teaching track to explore the Twinspace

[Read more](#)Welcome
Bart VerswijvelPages ¹[Let's get started](#)

CREATE A PAGE

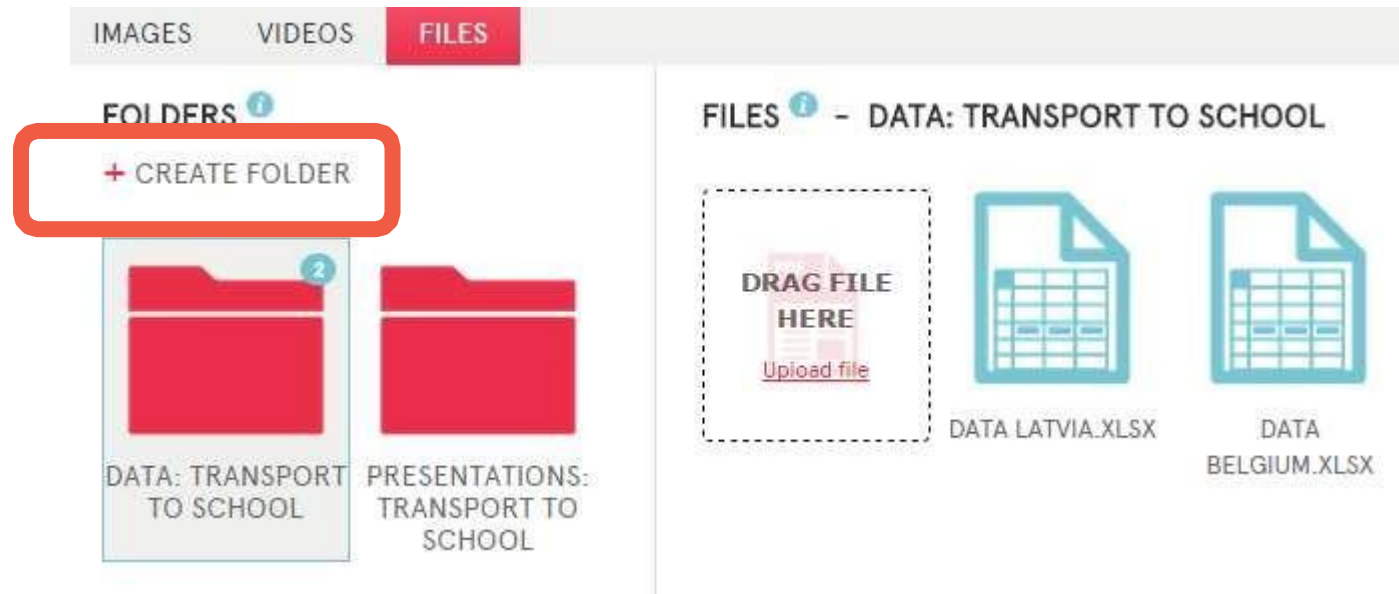
Images ²

ADD IMAGES

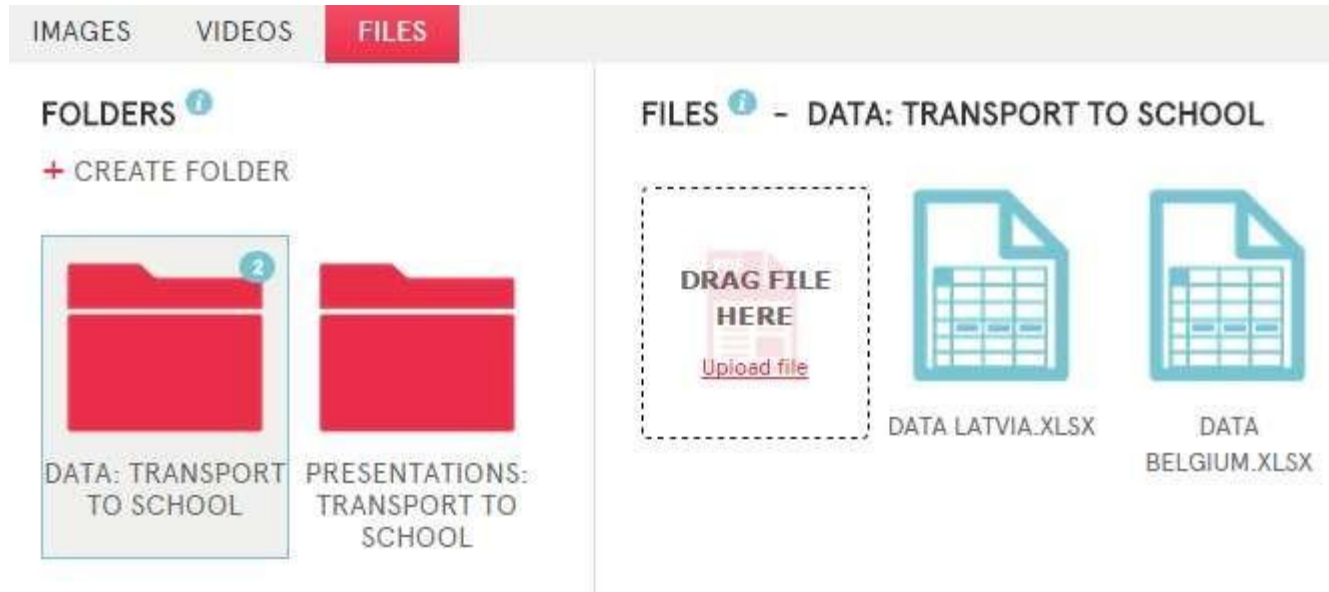
Videos ¹

ADD VIDEOS

To upload files click on MATERIALS.



It is advisable to create FILES FOLDERS.



All files in the Twinspace are visible to all members. **It is not possible to share files only with teachers.**

If a file type is not supported by the Twinspace, it is always possible to compress it to a .zip or .rar file.

EMBEDDING



EMBEDDING



padlet



popplet



SlideTalk

tricider 

In an eTwinning project many teachers and pupils make use of other tools to create content, than the ones provided in the Twinspace: e.g. a poll, a slideshow, a quiz, a brainstorming tool etc.

EMBEDDING

1

Transport to school

How do you go to school?

Take our poll : <http://goo.gl/5nlqIH>View the results: <http://goo.gl/bhhv8w>Transport to school

2

How do you go to school?

[You can tick multiple options.]

 On foot By bike By car By train By tram Other

Vote

Results

Created with Poll Maker

There are 2 ways of connecting these internet applications to a Twinspace:

1. Providing a weblink which sends the user out of the Twinspace to the external webpage.
2. Embedding: you can view or use the full application in the environment of the Twinspace platform.

EMBEDDING

Embed it in the Twinspace



Selection of embeddable tools

[Read more](#)

Not all internet applications provide the possibility to embed a tool on a platform like the Twinspace.

For **technical and safety reasons** not all internet applications that allow embedding can be embedded in the Twinspace.

CREATIVITY & DIGITAL EMBEDDING

COMPETENCES In eTwinning Projects for KINDERGARTEN TEACHERS



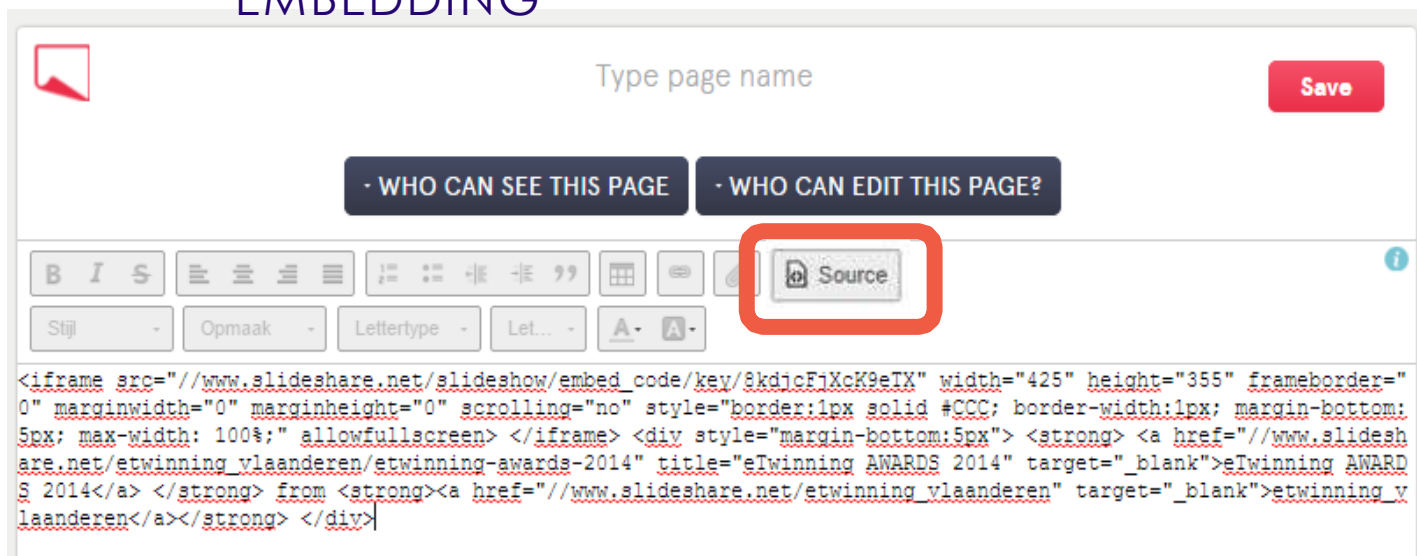
SlideShare interface showing a presentation titled "National eTwinning Prizes 2014" with a "Share" button highlighted in a red box.

SlideShare "Share SlideShare" dialog box showing the "Embed" code highlighted in a red box.

```
<iframe src="//www.slideshare.net/slideshow/embed_code/key/8kdcFjXcK9eTX" width="425" height="355" frameborder="0" marginwidth="0" marginheight="0" scrolling="no" style="border: 1px solid #CCC; border-width: 1px; margin-bottom: 5px; max-width: 100%; allowfullscreen;" /></iframe><div style="margin-bottom: 5px;">
```

HOW TO EMBED A TOOL IN THE TWinspace? – step 1

- I. Create content on the website of the tool you want to use. (You might need to take an account.)
- II. Find and **copy** the embed code. Search for keywords like **EMBED**, **SHARE** or **</>**. The embed or iframe code starts with **<** and ends with **>**.

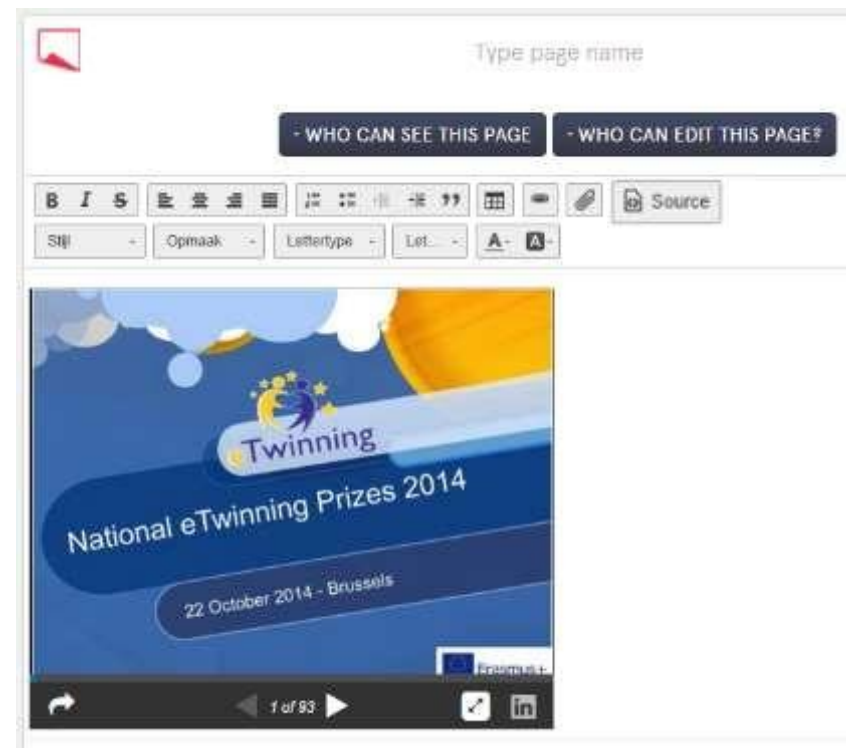


Type page name Save

- WHO CAN SEE THIS PAGE - WHO CAN EDIT THIS PAGE?

Source

```
<iframe src="//www.slideshare.net/slideshow/embed_code/key/8kd1cF1XcK9eIX" width="425" height="355" frameborder="0" marginwidth="0" marginheight="0" scrolling="no" style="border:1px solid #CCC; border-width:1px; margin-bottom:5px; max-width: 100%;" allowfullscreen> </iframe> <div style="margin-bottom:5px"> <strong> <a href="//www.slideshare.net/etwinning_vlaanderen/etwinning-awards-2014" title="eTwinning AWARDS 2014" target="_blank">eTwinning AWARD S 2014</a> </strong> from <strong><a href="//www.slideshare.net/etwinning_vlaanderen" target="_blank">etwinning_v laanderen</a></strong> </div>
```



Type page name

- WHO CAN SEE THIS PAGE - WHO CAN EDIT THIS PAGE?

Source

Twinning
National eTwinning Prizes 2014
22 October 2014 - Brussels

1 of 93

HOW TO EMBED A TOOL IN THE TWinspace? – step 2

- I. Create or open an existing PAGE on the Twinspace. Click on the SOURCE button.
- II. PASTE the embed code. When you click again on the SOURCE button, the content will show.

EMBEDDING



Using tools outside the Twinspace can give an added value to the project. However:
a lot of *free* online tools contain **advertisements**;
sometimes free tools are **not reliable in the long run** as they might *disappear* or become *payable*.

PAGES



PAGES

Welcome to our school

We are a small secondary school in the North of Belgium with about 400 students.

Our school offers technical and vocational education and we have sections like Accountancy, ICT Management, Public Relations etc.

Here you see one of our classrooms:



With pages you can tell **the story of your project**. Uploaded materials like pictures, videos, presentations and other project outcomes can be presented in a coherent context.

HOME

PAGES

MATERIALS


FORUMS

LIVE

MEMBERS


TWinspace DISCOVERY Welcome
Bart Verswijvel

Self-teaching track to explore the Twinspace

[Read more](#)Pages 

[Let's get started](#)
[Welcome to our school](#)
[Science experiments](#)
[Transport to school](#)

CREATE A PAGE

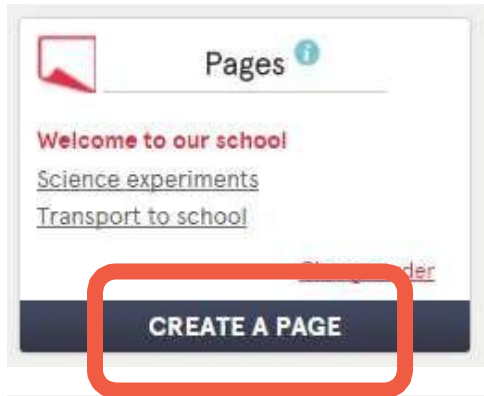
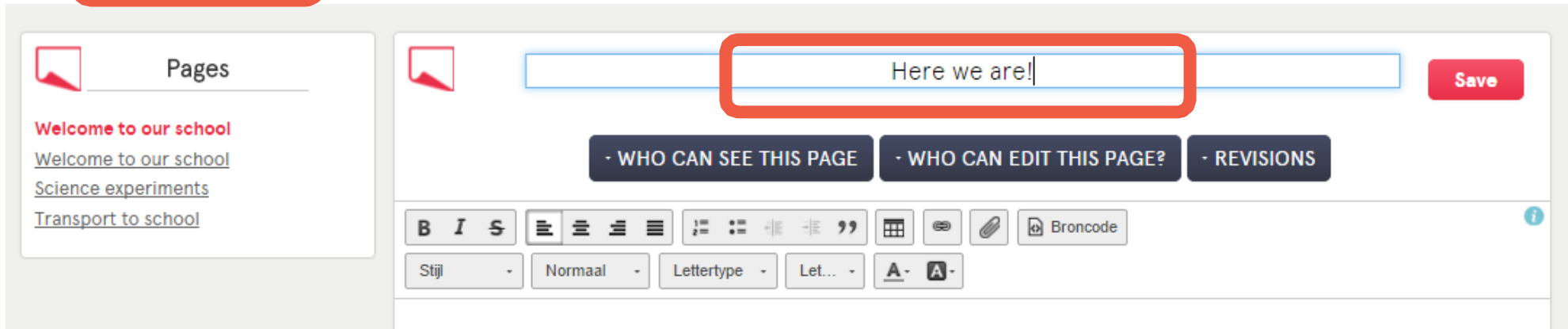
Images 

ADD IMAGES

Videos 

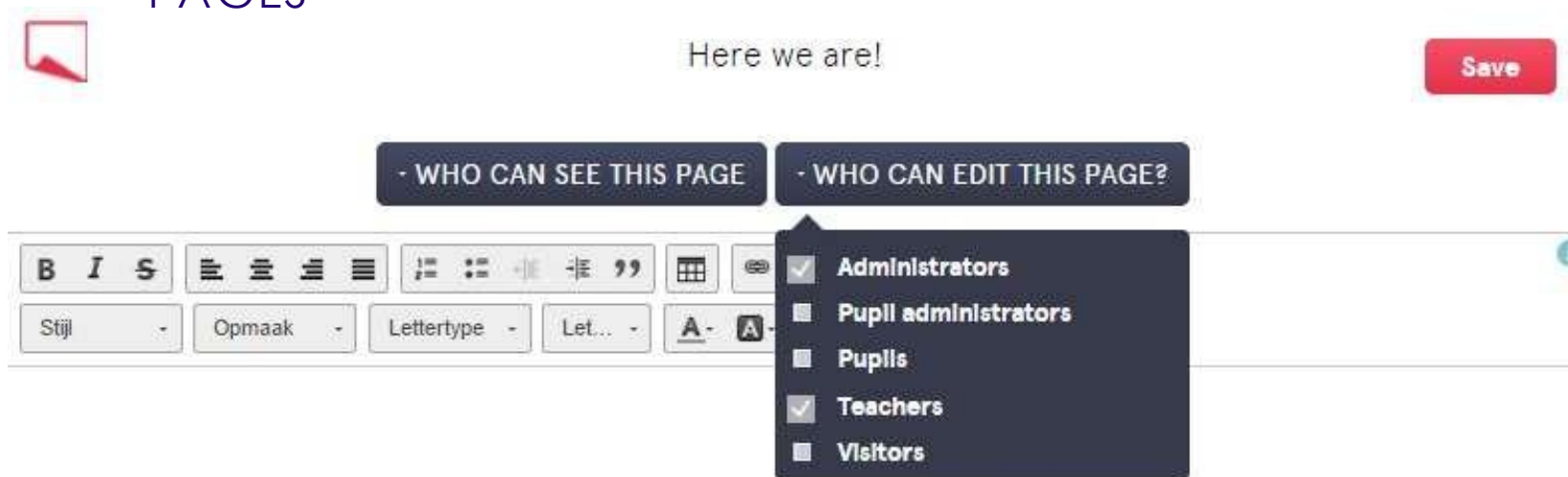
ADD VIDEOS

To start you click on CREATE A PAGE on the front page. Alternatively you can click on PAGES.

This screenshot shows the 'Pages' sidebar on the eTwinning platform. It includes a 'Pages' header with an information icon, a list of links such as 'Welcome to our school', 'Science experiments', and 'Transport to school', and a prominent 'CREATE A PAGE' button at the bottom, which is highlighted with a red rounded rectangle.This screenshot shows the eTwinning page editor interface. It features a 'Pages' sidebar on the left with the same navigation links as the previous screenshot. The main editor area contains a title input field with the text 'Here we are!' and a 'Save' button, both highlighted with a red rounded rectangle. Below the title field are three menu items: 'WHO CAN SEE THIS PAGE', 'WHO CAN EDIT THIS PAGE?', and 'REVISIONS'. At the bottom, there is a rich text editor toolbar with icons for bold, italic, strikethrough, bulleted list, numbered list, indent, outdent, quote, table, link, unlink, and Broncode, along with text style and font size dropdown menus.

- ▶ Click CREATE A PAGE to get started.
- ▶ Write a title.

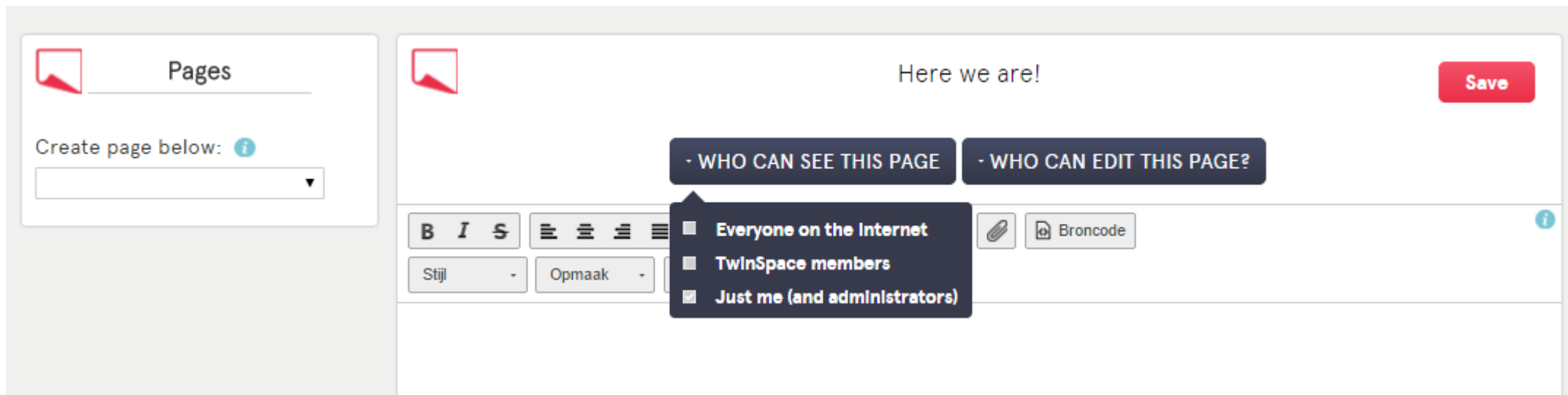
PAGES



When creating a page you decide who is the **(co-) author of the page**. By default the Administrators (founders) and the Teachers can edit any page in the Twinspace.

Pupil administrators can create new pages. Pupils can only add content to a particular page when given the rights.

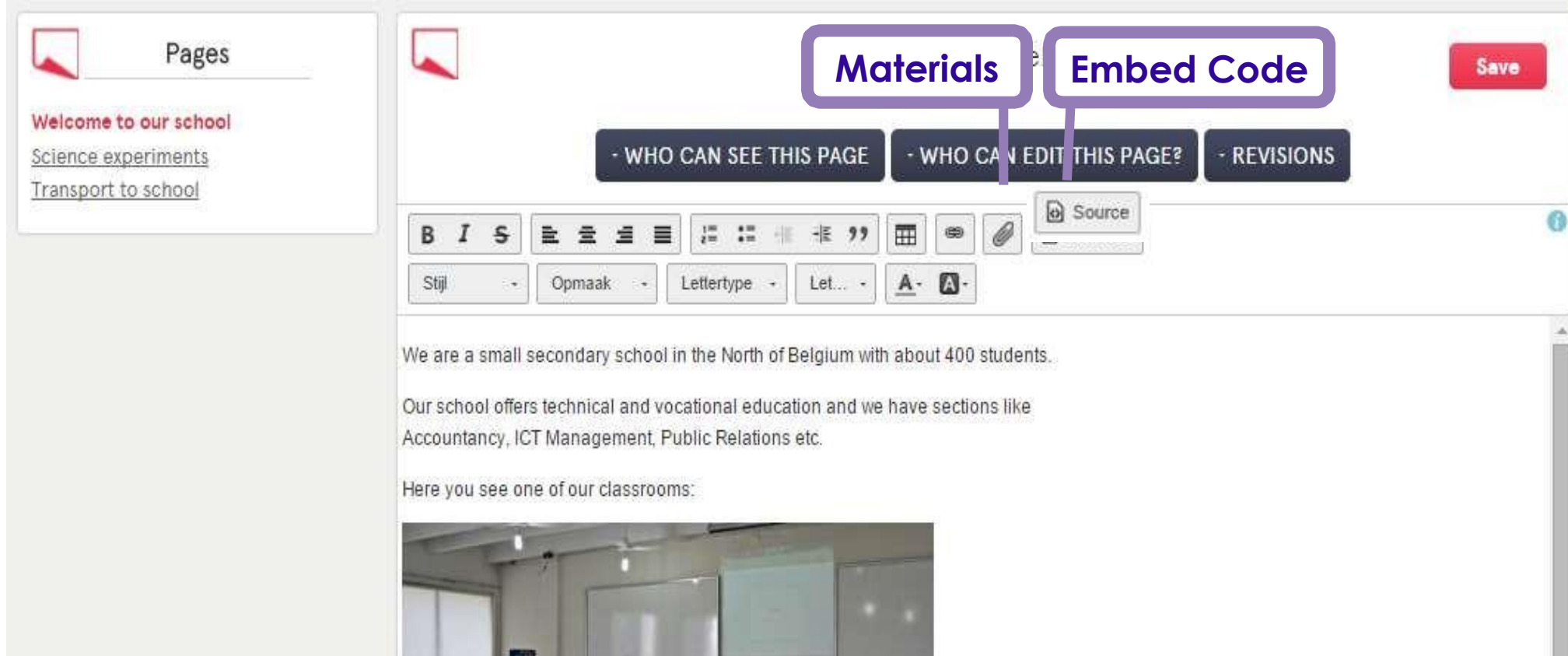
PAGES



The screenshot shows the eTwinning page editor interface. On the left, there is a 'Pages' sidebar with a 'Create page below:' dropdown menu. The main editor area contains the text 'Here we are!' and a 'Save' button. A dropdown menu is open, showing three options: 'Everyone on the Internet', 'TwinSpace members', and 'Just me (and administrators)'. The 'Just me (and administrators)' option is selected. There are also buttons for 'Stijl', 'Opmaak', and 'Broncode'.

As an author of a page you can decide about the **visibility of your page**. By default only the author and the administrators see the page you create.

If you think your page is ready, you must tick the audience. In most cases you will make your page only visible to the members of the Twinspace. Pages can also be made visible to everyone on the internet.



Pages

Welcome to our school

[Science experiments](#)

[Transport to school](#)

Materials

Embed Code

Save

- WHO CAN SEE THIS PAGE - WHO CAN EDIT THIS PAGE? - REVISIONS


B I S

Stijl Opmaak Lettertype Let...

We are a small secondary school in the North of Belgium with about 400 students.

Our school offers technical and vocational education and we have sections like Accountancy, ICT Management, Public Relations etc.

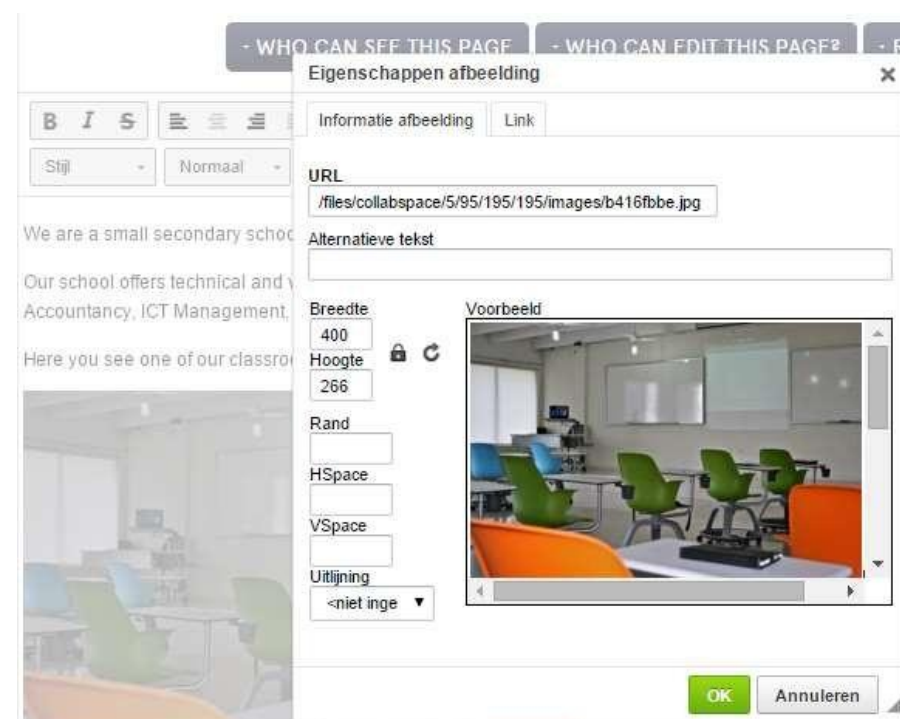
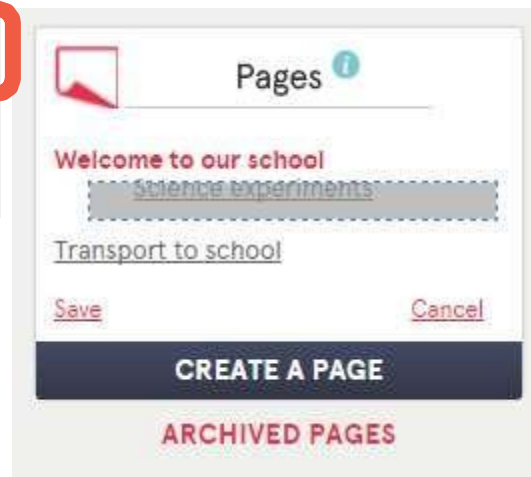
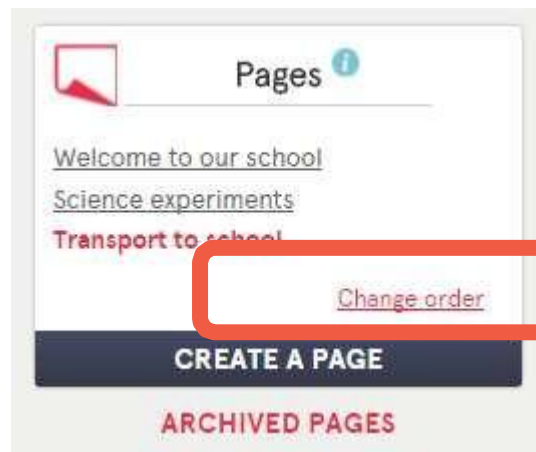
Here you see one of our classrooms:



Pages can contain text, but also materials (images, videos, files) as well as embedded content.

Click the icons to add materials or to paste the embed code of the internet application.

Please note that not all embed codes will work in the Twinspace.



The **order and the hierarchy of the pages** can be rearranged so that the structure is transparent and easy to understand for all members.

Pages cannot be deleted completely. They can be archived to make them invisible, and if necessary made visible again.

The size and position of images can be changed by right-clicking on the picture.

PAGES



Make clear **arrangements with all members** of the Twinspace:

discuss the structure and the order of the pages with all the teachers of the project. If not the Twinspace might end up in a mess.

Students can also be given ownership by giving them editing rights to particular pages so that they can add content.

FORUM



HOME

PAGES

MATERIALS

FORUMS

LIVE

MEMBERS

ADD FORUM

Add forum

Name *

Description *

CANCEL

SAVE

A forum is a tool **to involve participants in an ongoing a-synchronous discussion**. Only members with administrators rights can set up forums.

Setting up a forum goes **in 2 steps**. The first step is to define the general topic or discussion theme and to give a description.



Discussion about the use of ICT and social media at school

Discussion about the use of ICT and social media at school

0 thread(s)

Edit

Archive forum



Discussion about the use of ICT and social media at school

Discussion about the use of ICT and social media at school

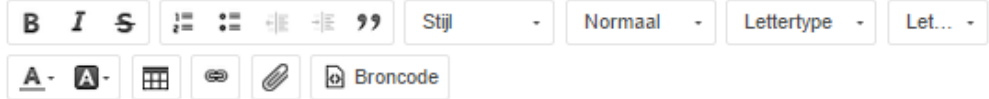
CREATE THREAD

Create thread

Title *

Challenges

Message *



What are the challenges of BYOD?]

SAVE

CANCEL

The second step is to create one or more discussion **threads**. Threads are the actual discussion (sub)topics participants can express their view on.

To make the **CREATE THREAD** button visible, you need to click on the title.

LIVE: CHAT



HOME

PAGES

MATERIALS

FORUMS

LIVE

MEMBERS



Chat

Join the chatroom to communicate with other members.

[Go to chatroom](#)

Live event

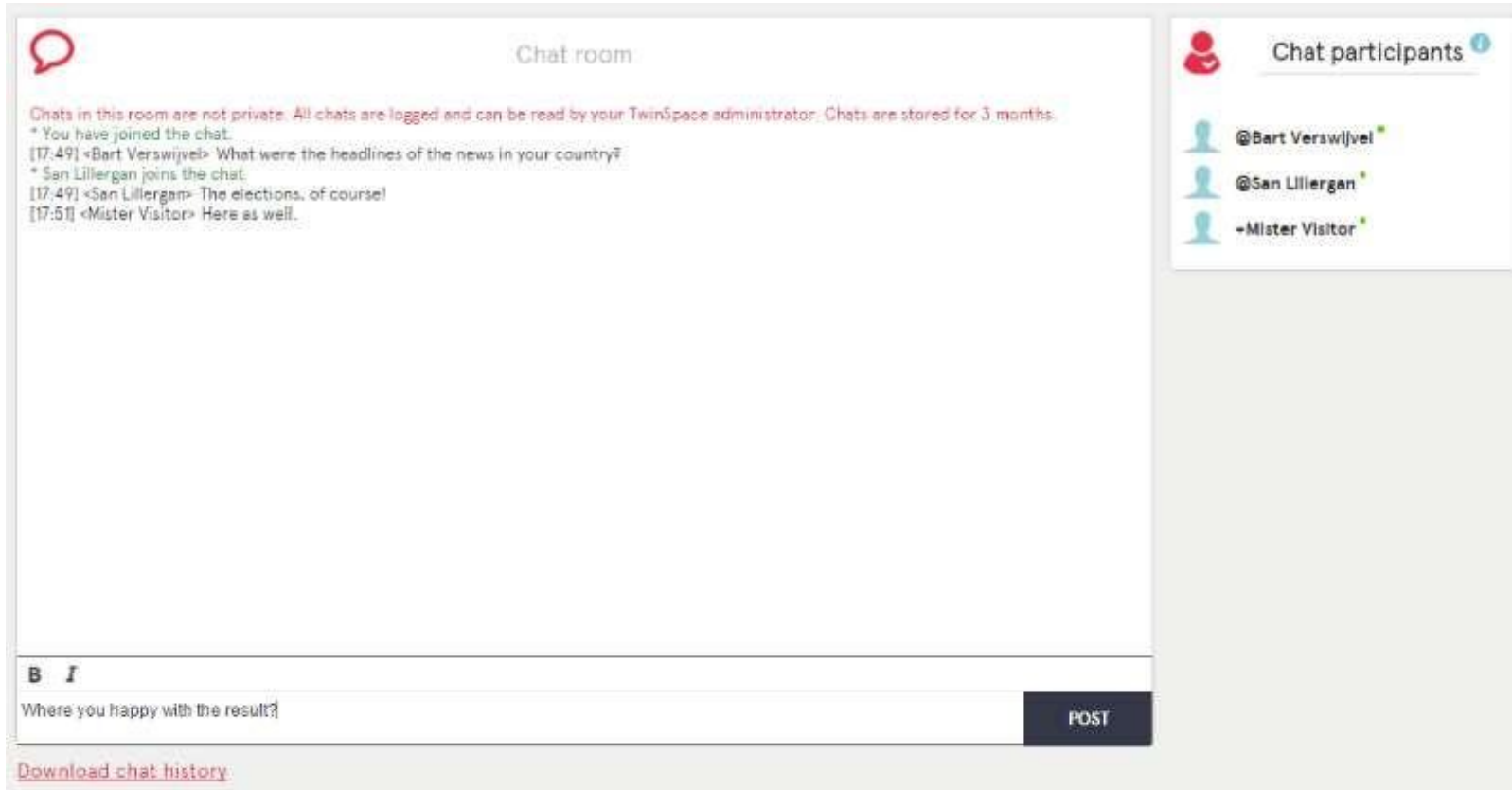
Schedule an audio/video conferencing session with the other members.

[Create live event](#)

2 members online

The Twinspace offers several tools for **synchronous** communication:

- ▶ there is a **chatroom** where all online members can join a live discussion.
- ▶ members can also send **1:1 direct messages** to other participants who are online.





The screenshot shows a chat room interface with a title bar "Chat room" and a red speech bubble icon. A disclaimer states: "Chats in this room are not private. All chats are logged and can be read by your TwinSpace administrator. Chats are stored for 3 months." The chat history includes: "* You have joined the chat.", "[17:49] <Bart Verswijvel> What were the headlines of the news in your country?", "* San Lillergan joins the chat.", "[17:49] <San Lillergan> The elections, of course!", and "[17:51] <Mister Visitor> Here as well." The input field contains the text "Where you happy with the result?" with a "POST" button to the right. A "Download chat history" link is at the bottom left. On the right, a "Chat participants" sidebar lists three users: "@Bart Verswijvel", "@San Lillergan", and "-Mister Visitor", each with a profile icon and a green status indicator.



In the chatroom all online members can communicate at all times.
It is not possible to switch off the chatroom.

Export Chat log history. ✕

The chat log history can be exported in .xls or .html format and can be filtered by date & time. Note that chat log entries are kept for only 3 months after which they'll be removed automatically.

Start date
03.11.2015  - 17:50 (HH:MM)

End date
 

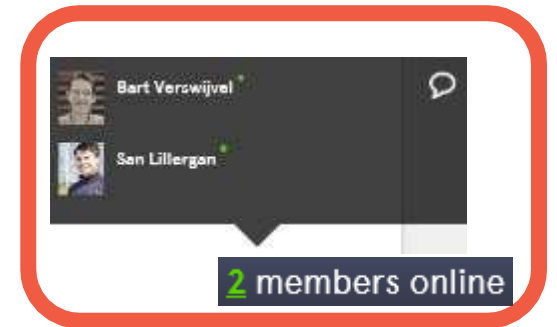
Export **Reset**

Chat History

[03.11.2015 17:30] <San Lillergan> Joins the chat.
[03.11.2015 17:40] <Mister Visitor> Joins the chat.
[03.11.2015 17:41] <Bart Verswijvel> Joins the chat.
[03.11.2015 17:42] <Bart Verswijvel> What were the headlines of the news in your country?
[03.11.2015 17:42] <San Lillergan> The result of the elections, of course.
[03.11.2015 17:44] <Mister Visitor> Here as well.
[03.11.2015 17:45] <Bart Verswijvel> Were you happy with the results?

Teachers can **download and export the chat history**. It will prevent possible bad behavior of students.

The feature is also handy for **pedagogical reasons**: teachers can assess the contribution of all members to a conversation.



In the Twinspace you can send at all times short 1:1 direct messages to other members who are logged in. The tool is handy for instant collaboration.

TWINMAIL



TWINMAIL

TWinspace DISCOVERY

Self-teaching track to explore the Twinspace

[Read more](#)

Welcome
Bart Verwijven



TwinMail

Compose

New message

To

Select twinspace

Subject

Select twinspace

B I S   Letertype - Let... - **A** **A** 

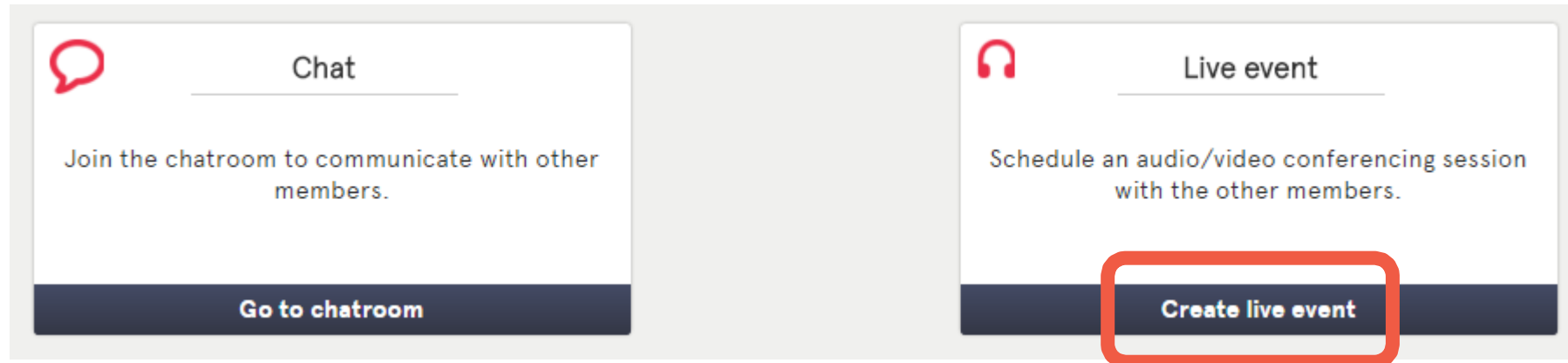
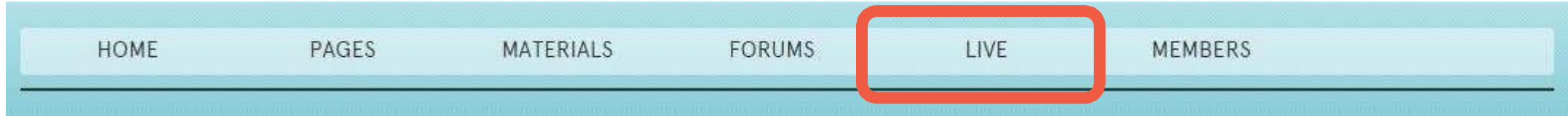
- Ambassadeurs Vlaanderen - Nederland
- Coding: eTwinning PDW, Tallinn 2014
- Collaboration in the Future Classroom
- Embed it in the Twinspace
- ETWIN(N)IN(G)3D
- Twinspace van de Basisschool Educatie Leuven

The Twinmail is a messaging tool comparable to sending an email. Messages can be sent by all members to the members of the Twinspace they are part of.

Messages can have attachments and they are stored.

LIVE EVENT





Teachers can set up Live Events for the members of the Twinspace.



Create live event

Title *

Twinspace Discovery

Description
(No more than 100
words)

Introduction to the Live Event tool

Number of
participants *

2 - 10

Duration *

30 minutes

Date *

28.10.2015

Time slot *

(Please select the
number of
participants,
duration and date for
your event and then
click on "Search" to
get a list of available
timeslots.)

Search

- From 08:30 to 09:00 (CET)
- From 09:00 to 09:30 (CET)
- From 09:30 to 10:00 (CET)
- From 10:00 to 10:30 (CET)
- From 10:30 to 11:00 (CET)
- From 11:00 to 11:30 (CET)
- From 11:30 to 12:00 (CET)
- From 12:00 to 12:30 (CET)

Cancel

Save

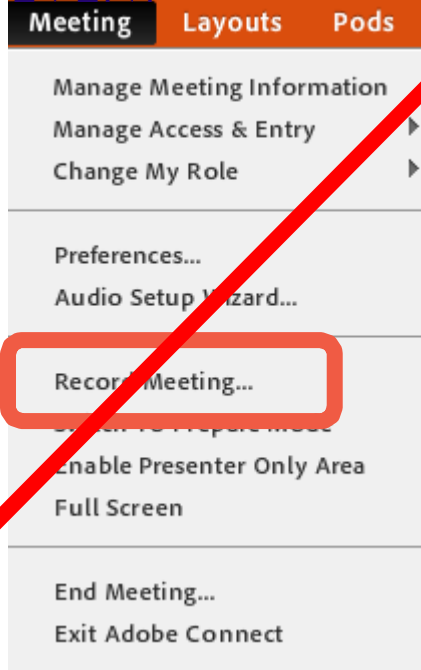


Upcoming live events

Title	Description	Time	
Presenting project partners	25.11.2015	15:30	Enter room

To make use of the tool you need to **book a time slot**.

Just before the starting time the **ENTER ROOM** button will become visible.



The Live Event session booked and organized in the Twinspace **cannot be recorded**. Although the record button seems to be active it will not generate a recording of the meeting.

The Live Event **cannot be accessed with accounts of pupils**. When organizing a virtual meeting with project partners, teachers should display the Live Event on a big screen in the classroom.

PROJECT JOURNAL & PUBLIC PAGES

TWinspace DISCOVERY

Self-teaching track to explore the Twinspace

[Read more](#)

TWinspace
DISCOVERY

Pages

[Welcome to our school](#)



Project Journal



Today we started our eTwinning project. Students from Belgium, Spain and Poland will collaborate. We will discuss the use of technology in the different schools and explore different ways of online communication.

– Posted by Bert Verswijvel, 21.11.2015



Looking forward to it!

– Posted by San Lillfergan, 25.11.2015



Watch our movie



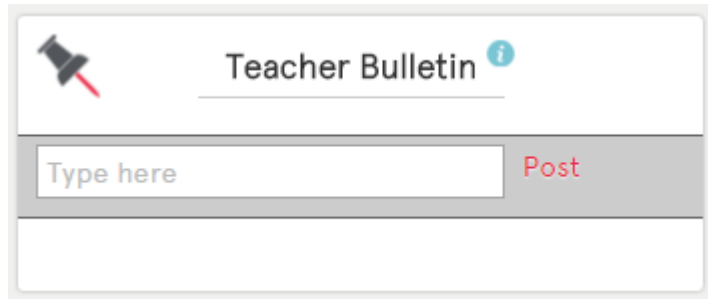
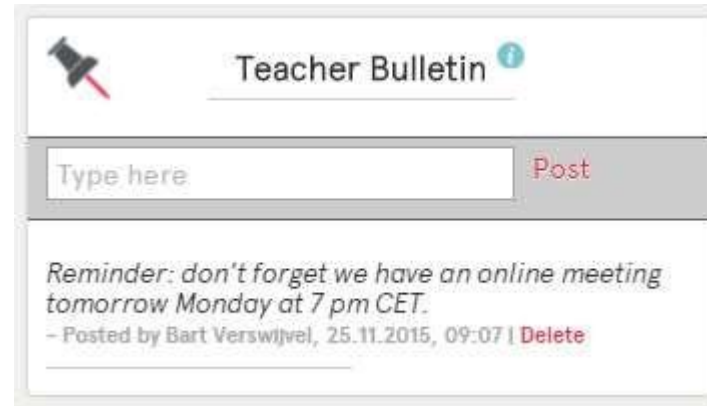
Video eTwinning

from SKA eTwinning

The Twinspace offers 2 ways of **communication with anyone who is NOT taking part in the project**. With **public Pages** and the **Project Journal** you can select and share information with different stakeholders like parents and other members of the school community.

Giving visibility to the eTwinning project is very important and valuable for the participants and for the school.

TEACHER BULLETIN

A screenshot of the 'Teacher Bulletin' form. It has a title bar with a pushpin icon and an information icon. Below the title is a text input field with the placeholder 'Type here' and a 'Post' button to its right. There is a large empty text area below the input field.A screenshot of the 'Teacher Bulletin' form showing a posted message. The title bar and input field are the same as in the previous image. The message text is: 'Reminder: don't forget we have an online meeting tomorrow Monday at 7 pm CET.' Below the message is the text: '- Posted by Bart Verswijvel, 25.11.2015, 09:07 | Delete'. There is a horizontal line below the message.

The Teacher Bulletin is a communication tool **only visible to teachers**. It can be used to manage the project and to discuss steps to take.

The Teacher Bulletin can only contain text messages. It is not possible to attach files.

Any Questions?

