



**2011 ANNUAL PLAN AND ANNUAL REPORT**  
**FROM ECML PROJECT COORDINATOR**

<b>Project title and acronym</b>	<b>LACS</b> - Language Associations and Collaborative Support
<b>Coordinator</b>	<b>Terry Lamb</b>
<b>Project team members</b>	<b>Marianne Hepp (since 2010), Sigurborg Jonsdottir, Janina Zielinska</b>
<b>Programme consultant</b>	<b>Frank Heyworth</b>

<b>Annual Project Plan</b>			<b>Annual Project Report</b>		
To be filled in and discussed with your programme consultant <b>by 15 January 2011</b> ; final version to be submitted to the ECML <b>by 31 January 2011</b>			To be filled in and submitted to the ECML <b>by 1 November 2011</b>		
	<b>Purpose</b>	<b>Reference and reporting format</b>		<b>Purpose</b>	<b>Reference and reporting format</b>
<b>Report from:</b> Project coordinator  <b>Addressee(s):</b> The ECML Secretariat	To produce an agreed annual plan for the project, stating the desired outcome of the year's work, what the activities will be, what different outputs are to be produced, how the work will be evaluated at the end of the year.	The basic reference documents for this plan are: <ul style="list-style-type: none"> <li>• the framework for ECML programme evaluation;</li> <li>• the reporting procedures for the ECML programme 2008 – 2011;</li> <li>• the project description submitted to the ECML in 2 languages.</li> </ul>	<b>Report from:</b> Project coordinator  <b>Addressee(s):</b> The ECML Secretariat and the programme consultant	To produce an annual report for the project, as material for the ECML's report to its Governing Board. It is based on the annual project plan.	The report is based on the annual plan as well as on the project description.

For terminology please see "Framework for ECML programme evaluation":

[http://coordination.ecml.at/Portals/3/documents/refdocs/01\\_Framework%20for%20ECML%20programme%20evaluation\\_rev.doc](http://coordination.ecml.at/Portals/3/documents/refdocs/01_Framework%20for%20ECML%20programme%20evaluation_rev.doc)



<b>Item 1</b> <b>What do you plan to have achieved by the end of the year (in relation to the project outcomes / project aim)?</b>	<b>Annual report on item 1</b>
<ol style="list-style-type: none"> <li>1. To have a knowledge base regarding language teacher associations, recorded in an online publication.</li> <li>2. To have analysed all work in order to understand better the concepts highlighted in the publication, e.g. dissemination and impact evaluation.</li> <li>3. To have developed guidance on developing a website for dissemination and collaboration.</li> <li>4. To have produced a folder for dissemination purposes.</li> <li>5. To have evaluated the impact of the LACS project on language teacher associations as well as their dissemination of ECML activities.</li> <li>6. To have begun a blog for use by all language teacher associations as well as the ECML and possibly other members of the Professional Network Forum.</li> <li>7. To develop a sustainable future for LACS.</li> </ol>	<p>1-3. The online-questionnaire was implemented in February. The information about the questionnaire with a request to fill it in was sent out in March.</p> <p>The publication is almost finished with all data analysed and contributions from approx 100 language teacher associations organised into 12 chapters, including guidance on dissemination, evaluation and website development.</p> <p>4. Folder is now published.</p> <p>5-6. Evaluation of the publication and dissemination activity carried out by language teacher associations will be continued into the next project, Empowering Language networks, and will form the basis of our first communications with LTAs in 2012. These will make use of the blog which is almost ready for launching on the FIPLV website, and which will also form part of the new ECML project website once it is set up.</p> <p>7. A follow-up project to continue and extend LACS has been submitted and accepted.</p>

<p><b>Item 2</b></p> <p><b>What outputs will be produced during the year (in relation to the specific objectives of the project)?</b></p>	<p><b>Annual report on item 2</b></p>
<p>1. It is planned to finish the online publication on the LACS-website which will contain information about and for teacher associations. This information will be based on the questionnaire done in 2009 and a questionnaire that is conducted between April and June, as well as follow-up online interviews.</p> <p>2. Furthermore, an ECML folder will be produced for dissemination purposes.</p>	<p>1. This is almost complete and will be launched for 2012.</p> <p>2. Complete.</p>
<p><b>Item 3</b></p> <p><b>What activities are planned for the year?</b></p>	<p><b>Annual report on item 3</b></p>
<p>1. Team members will meet for a final meeting 19.-20. April.</p> <p>2. LACS will be presented at the ECML conference in September as well as other conferences and symposia.</p>	<p>Both achieved. LACS was presented at the IDV conference in Winterhur and the FIPF conference in Prague as well as at the ECML conference. It was also referred to in presentations in Canada and Helsinki.</p> <p>LACS will also be presented at the FIPLV World Congress in Helsinki, in June 2012.</p>

<p><b>Item 4</b></p> <p><b>How will you use your project website (forum, resources etc)?</b></p>	<p><b>Annual report on item 4</b></p>
<p>1. The project website will be our main publication site. We will refer to it in all our dissemination activities. It's connectivity to FIPLV website and blog will also be sustained.</p>	<p>The project website will be used as a foundation for the websites of the new project and this will be supplemented by links to the FIPLV website.</p>
<p><b>Item 5</b></p> <p><b>What activities are planned this year for disseminating the work of the project to the stakeholders for whom the project is designed (in relation to the project dissemination plan)?</b></p>	<p><b>Annual report on item 5</b></p>
<p>1. Attendances at conferences and symposia will raise awareness of LACS, e.g. CASLT in Montreal, SUKOL in Helsinki, IDV in Winterthur, FIPF in Prague.</p> <p>2. All member associations of FIPLV, FIPF and IDV are actively involved in the development of LACS already, and are already disseminating its activity to their teacher members.</p> <p>3. A special issue of the International Journal of Innovation in Language Learning and Teaching is planned to disseminate ECML projects, including LACS.</p>	<p>1. See item 3 above.</p> <p>2. LACS activity has been disseminated to all members of FIPLV, FIPF and IDV, not only through the conferences, but also through reports and updates to members.</p> <p>3. The special issue of ILLT is underway and planned for publication in late 2012.</p>
<p><b>Item 6</b></p> <p><b>List the indicators of achievement that will enable the success of the year's work to be evaluated (in relation to the evaluation plan of the project).</b></p>	<p><b>Annual report on item 6</b></p>
<p>1. The impact evaluation of the LACS project, which will include information on dissemination workshops, conferences, publications etc.</p> <p>2. Number of contributing language teacher associations who filled in the online questionnaire.</p> <p>3. The nature of the sustainability planning.</p>	<p>1. See item 1 above. The LACS project has received positive feedback from associations, and many have contributed actively to it.</p> <p>2. We were delighted that about 100 associations contributed to the publication, by means of the online questionnaires. Some contributed case studies.</p> <p>3. We are really delighted that our proposal for a new project has been accepted. This will enable us not only to sustain the project, but to develop it much further to embrace regional activity and involvement of a wider range of language organisations.</p>

<p><b>Item 7</b> <b>Are there any special resources / support you would like from the ECML?</b></p>	<p align="center"><b>Annual report on item 7</b></p>
<p><b>1. We will need ongoing technical support with the online questionnaire.</b> 2. Support with the production of the folder.</p>	<p>1-2. Christian Friedrich was very effective in building the online questionnaire as well as the logo. We also had excellent support with the design of the folder.</p>
<p><b>This annual plan has been discussed with the project consultant:</b> <b>Date completed: 16<sup>th</sup> April 2011</b> <b>Electronic signature (or typed name) of the coordinator: Terry Lamb</b></p>	<p align="center"><b>Item 8 of the annual report</b></p> <p><b>What is your overall evaluation of this year's work in the project? Mention any particular achievements which it would be important to refer to in the ECML's annual report.</b></p>
	<p>Despite some personal problems experienced by members of the expert group, which led to delays in production of the publication, I am very pleased with the outcome. In particular, the publication will be excellent and highly valuable to LTAs as it has been produced collaboratively with over 100 of them. The LACS project presentation at the ECML Conference was well attended and well received. As a result of the project activity, more people around the world are aware of the ECML. It is also an achievement to have had a new project accepted by ECML, which will enable us to continue the work.</p>
	<p><b>Date completed: 21<sup>st</sup> November 2012</b> <b>Electronic signature (or typed name) of the coordinator:</b> <b>Terry Lamb</b></p>
<p><b>Please write a news item on project achievements in the year 2011 focusing on the project publication and post it on your project website in the two/three working languages <b>by 1 November 2011.</b></b></p>	