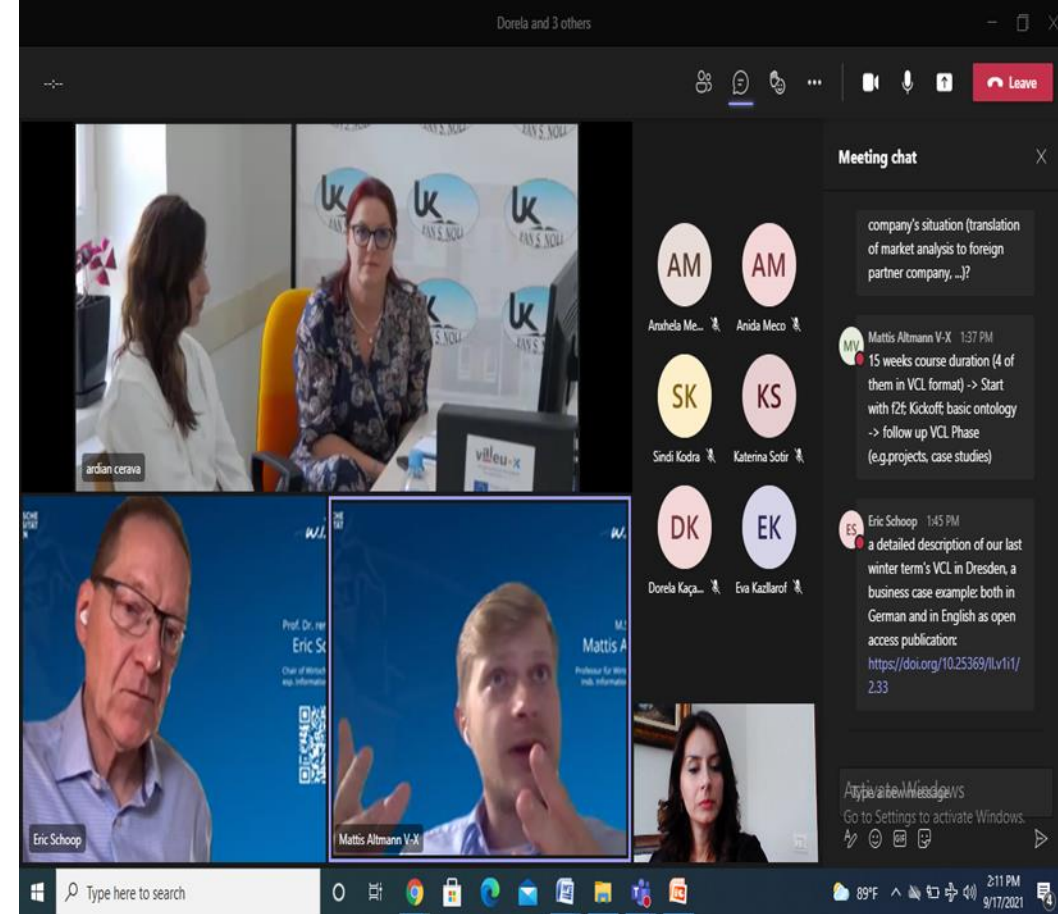




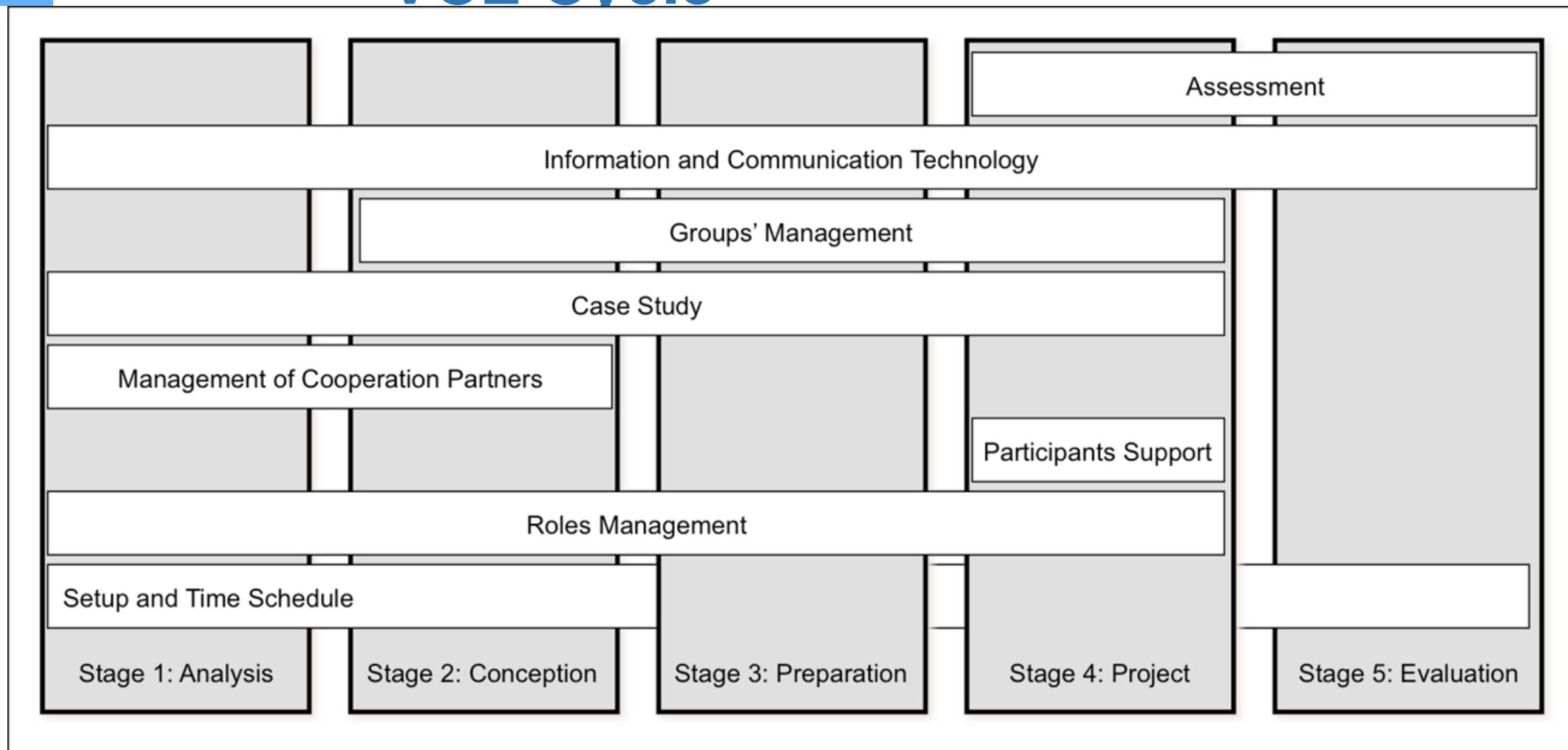
# VALEU-X “VIRTUAL ALBANIAN- EUROPEAN UNIVERSITIES EXCHANGE”

Pilot module

Translation – Bachelor level



# VCL Cycle



VCL module finalization - presentation and evaluation

34:04

Meeting options

Who can bypass the lobby?

People in my organization and ...

Always let callers bypass the lobby

Announce when callers join or leave

Who can present?

Everyone

Allow mic for attendees?

Allow camera for attendees?

Allow reactions

Provide CART Captions

Activate Windows  Done!  
Go to Settings to activate Windows.

Instagram

TRANSLATION EXPRESS

WE ARE HERE TO TRANSLATE HARSH TEXTS AND DOCUMENTS.

EXPRESS TRANSLATION TODAY DURING OUR WEEKLY MEETING

Dhimitrula Vangelj

# VCL implementation

Local level  
Pilot module *Translation*



miro Valeu-x module - Timeline Workflow

Task	Start	End	Assignee	Status
Project Kick-off	2022-01-10	2022-01-10	Jona Shalca	Completed
Project Planning	2022-01-15	2022-01-15	Dhimitrula Van...	Completed
Project Execution	2022-01-20	2022-01-20	Anida Meco	In Progress
Project Review	2022-01-25	2022-01-25	Xhonzhina ...	Completed
Project Finalization	2022-01-30	2022-01-30	Katerina Sofir	Completed
Project Evaluation	2022-02-05	2022-02-05	Rossela Plas...	Completed



# VCL project implementation

- Time span – 20 classes, by the end of the winter semester
- Learning goals:
  - building competences in teamwork,
  - better communication and collaboration skills,
  - raised awareness in ICT,
  - gaining more expertise in human resource management, digitalization and business models,
  - including authentic cases in teaching and learning in higher education
  - reduce ‘inert’ knowledge,
  - enhancing and strengthening relations between UNIKO and the national/international labor market,
  - improving the quality of the study programs, learning outcomes and the profiles of graduates in relation also to the needs of people and society.

# VCL project implementation

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# Preparation

- 20 classes - end of the winter semester
- subject *Translation, III course, English language, Bachelor UNIKO*
- e-tutors have been trained to assist the teacher and students
- meetings with members of the Consortium were organised online
- conceptualising a case study that would be the core activity for students to work collaboratively on and, at the final stage, be evaluated upon.
- **The mission**
  - *the necessity for the existence of a Translation Centre set up and operated by students of the English branch.*
  - The students consider the founding and operation of the translation centre, the diverse units to operate within the centre, the roles of teams and individuals who operate within the centre, the time span of tasks' completion, expected outcomes, etc.

## Case Study

- Setting up and operating a translation center
- Blended teaching and learning
- Students cooperate (relevant for future employment)
- Teacher a moderator (flipped classroom)
- E-tutors provide assistance (if necessary) and evaluate performance
- Roles and tasks for each week (assessment – group and individual work + self-assessment)
- Students' deliverables and documented work
- Feedback, reflection, lessons learned

# Implementation

- The pilot VCL was implemented during 17/01/22-04/02/22

20 classes  
online teaching and learning  
blended learning,  
flipped classroom,  
display classes,  
final presentation (open day).

several tasks and sub-tasks given to students,  
team meetings on *Team* platform,  
work on *Miro Board*  
*Kahoot games*  
*liberating structures*

*meetings on terrain*

***physical meetings with potential stakeholders***

representatives from "*Thimi Mitko*" City Library

representatives *NGO Dorcas AID Albania*

hope of generating possible work for the *Virtual Translation Centre* in the future, shifting its status from a fictive virtual translation centre to a real one.



- Mission

- Setting up and Operating a (fictive) Virtual Translation Centre.

- Miro board
- Liberating structures
- *Conversation Cafe,*
- *Appreciative Interview,*
- *Min Specs*
- *What? So What? Now What?*

- *Miro Board 1 VCL module Translation*

- [https://miro.com/app/board/uXjVOdaHa1M=/?invite\\_link\\_id=933011601329](https://miro.com/app/board/uXjVOdaHa1M=/?invite_link_id=933011601329)

Miro

Boards VCL module Translation x VALEU-X Staff Observatio... x Valeu-x module - Timeline... x

miro New UI VCL module Translation ☆ ⚙️ ⬆️ 🔍

Share

### Sub-task 3 Responsibilities for each role

	Responsible	Accountable	Consulted	Informed
<b>Team Leader</b> Sara Zguri	<ul style="list-style-type: none"> <li>1. Must have clear goals</li> <li>2. Must give instructions and coordinate the work of the team</li> <li>3. Has to clarify the tasks for each peer and set deadlines</li> <li>4. Has to manage and help on solving the problems that may arise within the team</li> <li>5. Needs to encourage the other peers towards a productive work process</li> </ul>	<ul style="list-style-type: none"> <li>1. Is accountable for the proper division of tasks and setting deadlines</li> <li>2. Is accountable for the completion of works within the set deadlines</li> <li>3. Is accountable for the successful completion of the project and the achievement of the desired results</li> </ul>	Is asked for advice in advance	Is informed in the reaction about the decisions, progress, and results achieved
<b>Leader's Assistant</b> Anise Mulla	<ul style="list-style-type: none"> <li>1. Help on coordinating the work of the team along with the leader</li> <li>2. Takes care of the work done in Miro</li> <li>3. Helps on managing any possible problem</li> <li>4. Gives instructions and suggestions concerning the tasks given to the peers</li> </ul>	<ul style="list-style-type: none"> <li>1. Is accountable for the good functioning of the work in MiroBoard until the end of the project</li> <li>2. Is accountable for the necessary contribution in sharing the work with the leader</li> </ul>		
<b>Translators</b> All students	<ul style="list-style-type: none"> <li>1. Have to properly analyze the given material</li> <li>2. Must possess consolidated knowledge of syntax and other branches of language</li> <li>3. Need to decide and weigh the word choice for the target text and language</li> <li>4. Must be familiar with the target culture</li> <li>5. Have to decide on the most appropriate translation strategies to be used and build good relationships with clients</li> </ul>	<ul style="list-style-type: none"> <li>1. Are accountable for submitting the translated works on time</li> </ul>		

33%

Activate Windows  
Go to Settings to activate Windows.

Type here to search

41°F 7:22 PM 2/13/2022

Miro

Boards VCL module Translation x VALEU-X Staff Observatio... x Valeu-x module - Timeline... x

miro New UI VCL module Translation ☆ ⚙️ ⬆️ 🔍

> ⌚ 📄 🗨️ 📋 ⌵

📌 🗑️ 📎 🏠 🔄

🌐 Share

Title page

# Valeu-X Pilot VGL module Translation

17/01/21-04/02/22

Hosts

## Your guidance - e-tutors

Thomaida Bode

Anida Meco

Anxhela Metaj

Katerina Sotir

You can come to us for:

- 🕒 Solving problems encountered online
- 🕒 Getting advice on how to handle online tools
- 🕒 Providing assistance during virtual collaborative

Teacher Eriola Qafzezi

You can come to me for:

- 🕒 Guidance related to content
- 🕒 Advice related to content
- 🕒 Information related to evaluation

Icebreaker

### One word about collaboration

Instructions

Add one word per section to describe how you like to work with others.

3 min individually

Communication

Describe your communication style in one word

Friendly

expressive

adaptable

organized

depends on the situation

Team work

Idea-oriented

Well organized

Howest

Supportive

analytical

semi-formal

open-minded

creative

team

Activate Windows

Go to Settings to activate Windows.

Describe in one word h

42%

7:25 PM 2/13/2022

The screenshot shows a Miro board with several key elements:

- Timeline of next steps:** A flowchart showing a sequence of events:
  - 11/01/22 Project Kickoff
  - 21/01/22 Task 1 and 6 Sub-Tasks
  - 26/01/22 Demonstration
  - 28/01/22 Blended learning Flipped classroom Ongoing work
  - 04/02/22 Presentations Evaluations
  - 02/02/22 Demonstrati on Ongoing work
  - Ongoing work
- Where we collaborate:** A dark blue box listing collaboration sources:
  - Miro board:** This Miro board will be our main source of collaboration space.
  - Google Drive:** All shared Google documentation and content.
  - Social sites:** We advertise and post on Instagram and Facebook.
  - Kahoot:** We use games to make learning fun and all-involving.
- Grid of Sub-Tasks:** A grid with columns for Sub-Task 3, Sub-Task 4, and Sub-Task 5, containing various colored sticky notes.
- Notes and Text:**
  - "Add wiki here" and "Add advertisement here" in a white box.
  - "Timeline of next steps" and "Upload pictures of ongoing work" as section headers.
  - A dark blue box with text: "It's important to list the next steps for the group. Example: Work within your team to plan out more details (e.g. include timelines, materials) Example: Continue filling in the Miro Board with updates"
  - A dark blue box with text: "Screenshots of team meetings", "Pictures from physical demonstrations", "Pictures of ongoing uploaded materials"
  - "Activate Windows" watermark at the bottom right.



- *Task: Setting up and operating a virtual translation centre*
  - *Sub-task 1 Deciding on the name and slogan of the virtual translation centre*
  - *Sub-task 2 Roles' Descriptions;*
  - *Sub-task 3 Responsibilities for each role;*
  - *Sub-task 4 Human Resources (Assign roles to students)*
  - *Sub-task 5 Creating a logo, a web page, posters and advertisements for the virtual translation centre.*
- break-out rooms on Teams
- Some of the tasks which were time-consuming, such as the creation of the logo or web page were assigned as homework, according to role description.

## *Translation Express*

- the **team leader** assigned students work to be done, according to the roles' division based on the CVs they uploaded on Teams.
- The team leader, after careful examination of skills, competences and experience of each student, **assigned roles** within teams to operate within the centre.
- She also assigned work within **deadlines**, posted on Teams.
- Documents that had to be translated were part of *External Evaluation Folder* (in order to provide some help with the current accreditation process in which the university is enrolled).
- All students were **translators** within the centre, while they also had duplicated roles as well (within other teams such as *media managers, documenters, editors, IT and graphic designers*, etc.).



Our next meeting with students was **physical**;

- a display of posters, business cards, roles' presentation within teams, etc.
- The team spirit was already present and that was quite satisfactory.



COMING TOGETHER IS A BEGINNING.  
KEEPING TOGETHER IS PROGRESS.  
WORKING TOGETHER IS SUCCESS.



## TRANSLATION EXPRESS

TRANSLATIONEXPRESSAL@GMAIL.COM

0693970623

KORÇË, ALBANIA

TRANSLATION.EXPRESS



Co-funded by the Erasmus+ Programme of the European Union



## -Online meeting

-flipped classroom

-two lectures as audio recordings, power point and word doc.

- students had to study them in advance

- quizzes on Kahoot

- the lectures were quite relevant to the module and the aims of the case study

- we also discussed online some sensitive issues that might occur within the fictive translation centre.

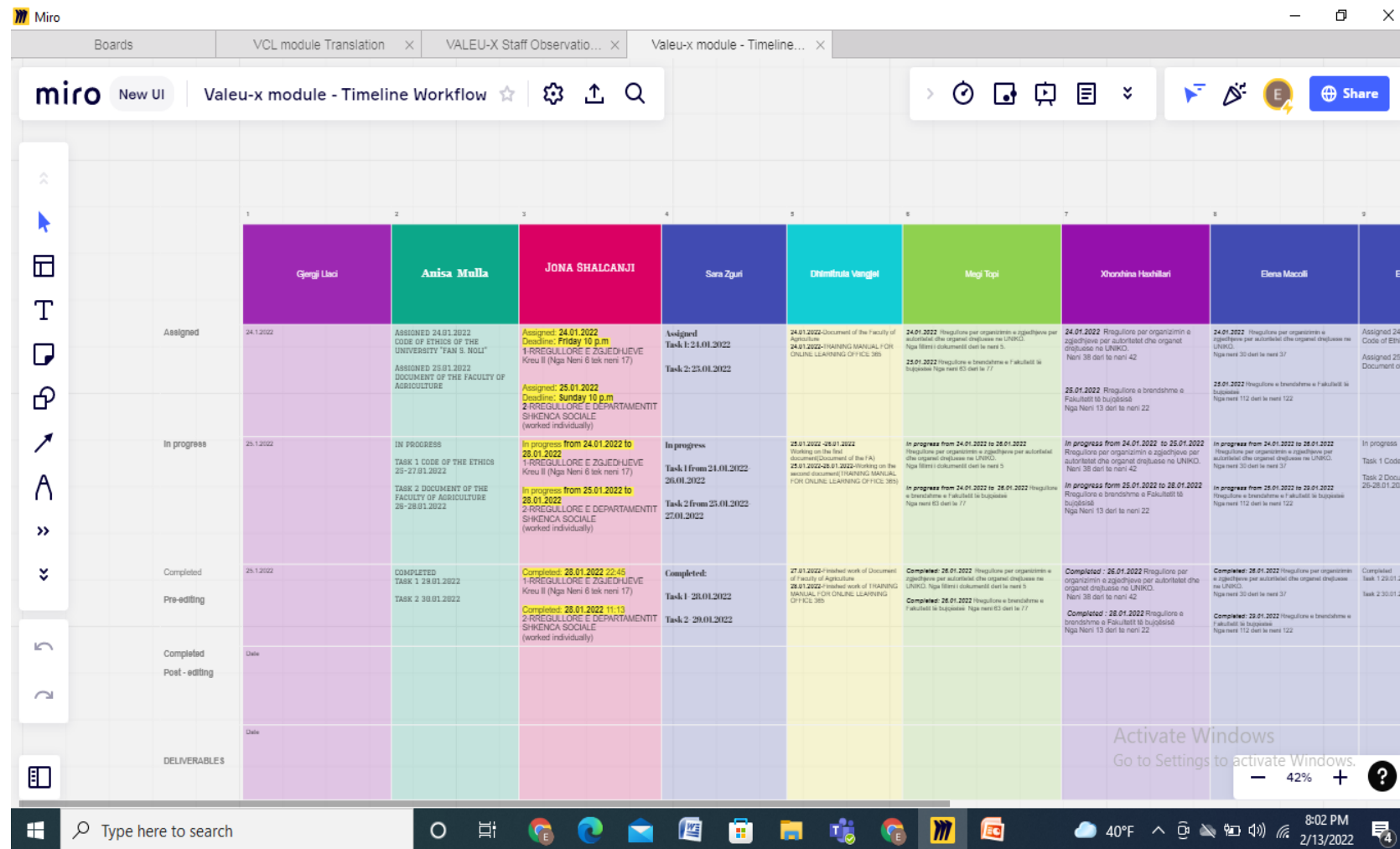
The screenshot displays a Zoom meeting interface. At the top, the meeting title is 'VCL module - local - Fan S. Noli University - Translation Express - Ongoing work'. The time is 01:10:03. The top bar shows icons for mute, video, chat, and a 'Leave' button. Below this is a row of participant avatars with initials: XH, AM, DV, MT, KS, and EQ. A '+6' icon indicates more participants. The main area is split into three windows: a Kahoot quiz titled 'Quiz ~ Translation' with a score of 22523 (23 out of 25) and names Sara, Avenger, and Jona; a Microsoft PowerPoint window titled 'Chapter 15 - Translation as a profession [Compatibility Mode] - Microsoft PowerPoint' showing a slide with a 'Discussion' section; and a list of participants in the meeting, including Eriola Qafzezi (Organizer), Anisa Mulla, Dhimitrula Vangjel, Elena Macoli, Eva Kazlarof, Gjergji Llaci, and Jona Shalcanji. The Windows taskbar at the bottom shows the time as 10:23 AM on 1/28/2022, with a temperature of 39°F.



# Miro Board

- Timeline
- data with reference to concrete ongoing translation work, when they started, when they finished, when they delivered, when the editors received materials, etc.
- This board was helpful for evaluation as well.

Link to Miro Board:  
Timeline Workflow  
[https://miro.com/app/board/uXjVOTYgSvM=?invite\\_link\\_id=827836813014](https://miro.com/app/board/uXjVOTYgSvM=?invite_link_id=827836813014)



Our next meetings were physical – we met with potential stakeholders - **representatives from “Thimi Mitko” City Library** and from **NGO Dorcas AID Albania** with the hope of generating real work for the *Virtual Translation Centre* in the future, shifting its status from a fictive virtual translation centre to a real one, accomplishing thus another goal of VCL, creating real possibilities of being involved in the marketplace.



FOLLOW US  
@translation.express



FOLLOW US  
@translation.express



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# After the meeting with Dorcas Aid – advice posted on Teams

The screenshot shows a Microsoft Teams chat window. The chat is in the 'General' channel. The messages are as follows:

- 9:17 AM: Megi +2 reacted. Translation, VCL UNIKO > General. Hello everyone, I would like to express my...
- 9:17 AM: Megi +1 replied. Translation, VCL UNIKO > General. Thank you 😊!
- 2/9: Megi +2 reacted. Translation, VCL UNIKO > General. Hello everyone, I have to remind the...
- 2/5: Sara reacted. Translation, VCL UNIKO > General. You also have to complete the survey,...
- 2/5: Sara +2 reacted. Translation, VCL UNIKO > General. Congratulations on the completion of you...
- 2/5: @ Sara mentioned you. Translation, VCL UNIKO > General. Also, a big THANK YOU to professor Eriol...
- 2/5: Sara +3 reacted. Translation, VCL UNIKO > General. May you all have a nice weekend!
- 2/5: Sara replied. Translation, VCL UNIKO > General. Yes, I am working on gathering the...

Thursday, February 3, 2022

EQ Eriola Qafzezi 2/3 5:59 PM  
I would also like to update you about tomorrow's meeting, the last online classes related to the VCL module.

EQ Eriola Qafzezi 2/3 5:56 PM  
Hello team! Below you can find some suggestions that result from yesterday's meeting at Dorcas:  
<https://www.upwork.com/cat/writing-translation>

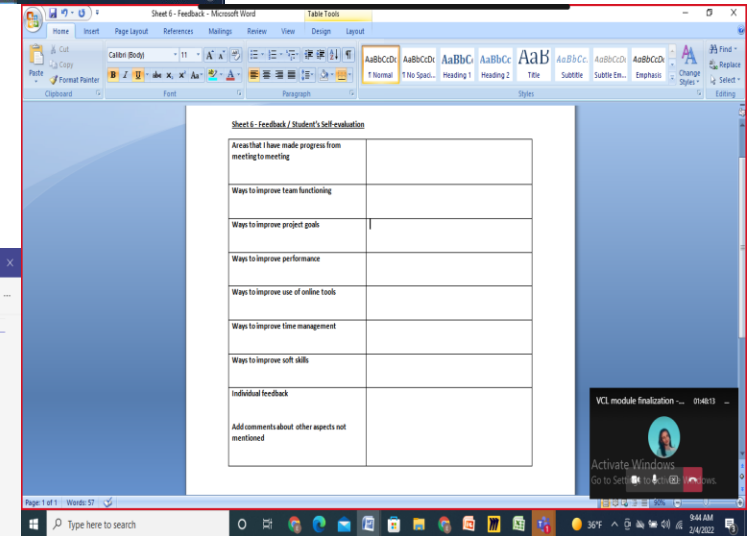
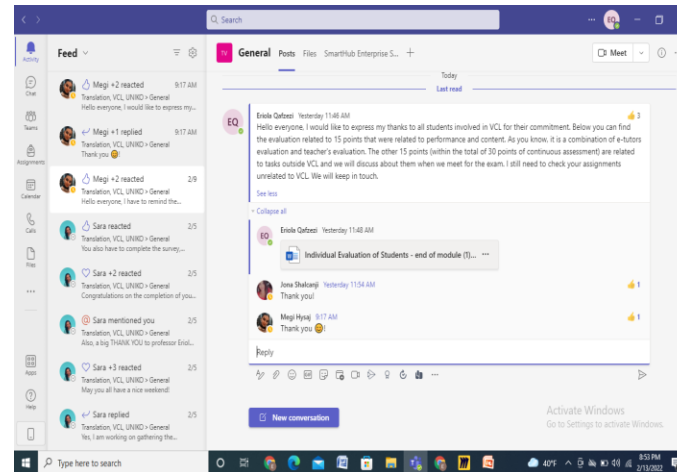
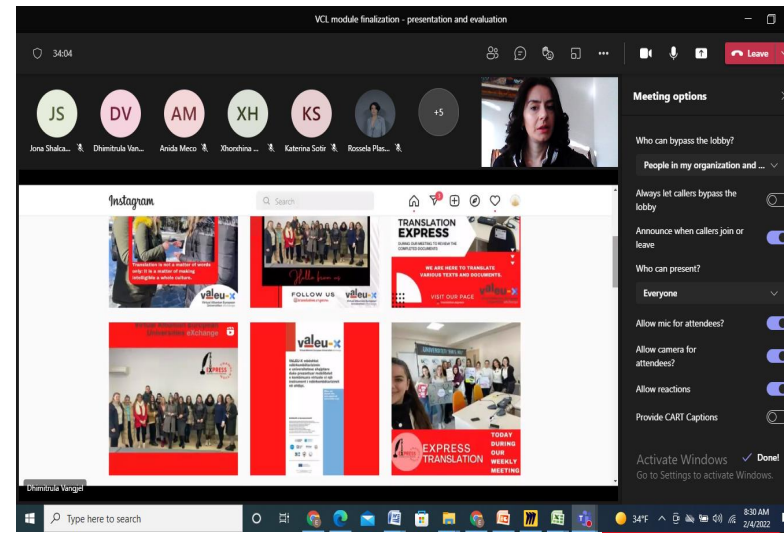
See more  
freelance writing and translation jobs in events work  
Top Writers & Translators for Hire in February 2022 | Upwork  
Hire writers and translators on-demand with Upwork - the world's largest online workplace where savvy businesses and professional freelancers go to work!  
www.upwork.com

Jona Shalcanji 2/3 6:09 PM  
Enjoyed navigating the websites, thank you! They are very helpful 😊

Windows taskbar at the bottom shows the date as 2/13/2022 and time as 7:51 PM.

- blended learning
- online meeting

- students presented their work and their perception of how far they have **accomplished** the individual and team responsibilities;
- they gave their individual **feedback** about the VCL module (two sheets – self-evaluation and feedback).
- ongoing activities were continuously posted on **Instagram** and **deliverables** on **Teams**.
- Complete evaluation about each student was posted afterwards on **Teams**.



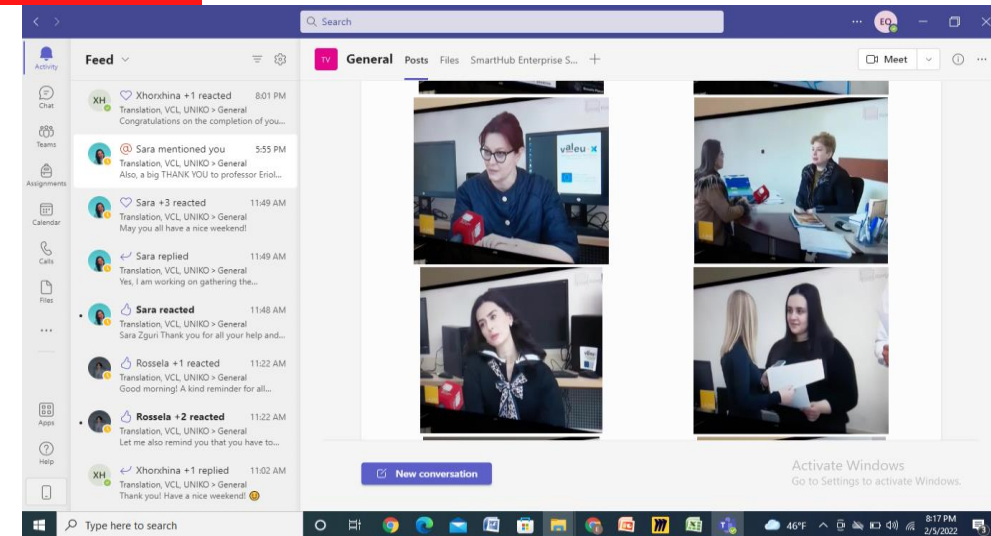
-We continued the meeting at Valeu-X office at the university – an unforgettable experience for students, during which students displayed posters, exchanged business cards, introduced themselves to others in the hope of establishing a real translation centre by the name *Translation Express*.

-A local television - *RTSHKorça* - joined the meeting and made a report launched on the local news, whereby everyone interested can learn more about Valeu-x and its implementation in UNIKO

<https://youtu.be/zAONkmwM9O4>



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## Evaluation during VCL

Performance evaluation

Participation

Analytics

Content evaluation

Team skills

Self-evaluation

Feedback from case study leader

Deliverables

Valeu-x module - Timeline Workflow



Criteria	Poor	Fair	Good	Very good	Excellent
Activation		✓			
The usage of Microsoft Teams platform				✓	
The organization of ideas			✓		
Group discussion		✓			
The usage of Google Forms			✓		
The usage of Kahoot				✓	
Performance on Miroboard				✓	

- Meetings with potential stakeholders were successful:
- City Library
- NGO Dorcas Albania
  - a current study about the elderly
  - Official website of the library

• Students have expressed their mutual desire to keep the centre going.



- students have increased levels of collaboration and gained more experience of virtual and blended learning, with positive outcome
- students felt soft skills and communication skills were improved, team work was seen from a more positive perspective (after VCL) implementation
- they confirmed they would choose this module/course if it were offered within their curricula.



by the  
Programme  
pean Union

- **Encourage case studies based on VCL**

- Discover skills in students
- Virtually closer
- Increased motivation
- Realistic progress
- Team work
- Escape the routine of the classroom and do something real
- Sustainability



## • Suggestions to teachers

- the VCL takes much more **time** than the actual classes of its implementation.
- **Careful and detailed design** of the VCL module, **tasks, problems and solutions, roles, teams, activities** to involve all students and make team work successful and effective to correspond to learning goals is **KEY** to successful implementation and rewarding results.
- Take enough time for the **kick off phase and set clear learning goals** – this is essential for the teacher and students to benefit from VCL.
- **Evaluation** is also a debatable issue.
- Make students aware from the start about the factors that are going to influence their evaluation.

# valeu-x

Virtual Albanian European  
Universities eXchange

## THANK YOU FOR YOUR ATTENTION!

[www.valeu-x.eu](http://www.valeu-x.eu)



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