



Topic	H2020 – INFRAIA-2018-2020
Short Title	Eurofleets+
Title	An alliance of European marine research infrastructures to meet the evolving requirements of the research and industrial communities
Project Number	824077
Delivery Date	31/09/2019
Deliverable No	6.1
Lead Beneficiary	OGS
Dissemination Level	Public

D 6.1 – Eurofleets+ Research Vessels Training Toolkit for course directors



Document information	
Document Name	D6.1_Research Vessels Training Toolkit for course director.docx
Document ID	D6.1 Research Vessels Training Toolkit for course director
Revision	1.0
Revision Date	
Author	Andrea Caburlotto
Security	Public

Approvals			
	Name	Organisation	Date
Coordinator	Aodhán Fitzgerald	Marine Institute	07.11.19
Activity Coordinator			
WP Leader	Andrea Caburlotto	OGS	25.11.2019

History			
Revision	Date	Modification	Author
V1.0	2019-08-31	First Creation	OGS
V2.0	2019-11-25	First revision	OGS, MI

This document contains information, which is proprietary to the EUROFLEETS+ consortium. Neither this document nor the information contained herein shall be used, duplicated or communicated by any means to any third party, in whole or in parts, except with prior written consent of the EUROFLEETS+ Coordinator.

The information in this document is provided as is and no guarantee or warranty is given that the information is fit for any particular purpose. The user thereof uses the information at its sole risk and liability.

TABLE OF CONTENTS

1. Contents

1. Introduction	1
2. Common Procedures	2
2.1. Before the course	2
2.2. Development of the Floating University course.....	4
2.3. After the course.....	7
3. E-modules suite.....	9
3.1 E-modules access.....	9
4. Annexes.....	10
4.1 Annex 1 – Eurofleets+ Floating University CALL.....	10
4.2 Annex 2 – Eurofleets+ Floating University APPLICATION FORM	13
4.3 Annex 3 – Eurofleets + Floating University INSTRUCTIONS FOR ATTENDING	15
4.4 Annex 4 - Eurofleets+ Floating University PRE AND POST TEST/QUIZ	21
4.5 Annex 5 - Eurofleets+ Floating University CONSENT FORM	23
4.6 Annex 6 - Eurofleets+ Floating University MODULE DESCRIPTOR.....	24
4.7 Annex 7 – Eurofleets+ Floating University COURSE EVALUATION by participants	26
4.8 Annex 8 - Eurofleets+ Floating University COURSE REPORT	29

1. Introduction

Costly Transnational Access (TA) of Global/Ocean class Research Vessels (RVs) cannot be assigned on the basis of need, but have to be obtained only on the base of scientific excellence. This presupposes adequate planning and implementation of high-return first-class scientific research. However, less equipped countries cannot compete for TA with the countries that own, manage and access Global/Ocean class Research Vessels to perform first-class scientific research.

Shared research infrastructures offered by (previous) Eurofleets projects have proved a unique opportunity to offer education and training in marine sciences research activities, attract new users and preparing the next generation of researchers.

In particular, the successful activities of on-board courses and Floating Universities demonstrate that

1. there is a constant and impressive increasing demand for on-board practical training courses
2. offshore training programmes can be integrated into existing national and international postgraduate schools and programmes and that the alliance of research vessels and university/research institutions strengthens the role of both.

Eurofleets+ will advance the actions developed by previous EUROFLEETS projects in training the next generation of European marine scientists and broadening the access to world-class marine infrastructures by promoting excellence.

The experience in design, organization and applicants' evaluation of on-board training courses represents the legacy of previous Eurofleets projects and the starting point for the EUROFLEETS+ Floating University program, ensuring consistent standards and high quality across all Eurofleets+ training.

In view of this the '**Research Vessel Training Toolkit**' represents a further step towards a higher level of marine researcher training, improving and consolidating the organization and development of Floating University courses by:

- ⇒ defining common procedures and templates, to ensure a standardised approach to course development
- ⇒ providing information on how to produce module descriptors, learning outcomes, organize pre- and post-cruise workshops
- ⇒ developing digital learning resources
- ⇒ identifying on-board social media and outreach activities
- ⇒ supporting the courses organizers by providing a suite of e-modules

This guide is aimed to help course organizers to plan and conduct the course by providing information on the main steps and stages in sequence from the designing a training course, to evaluation for feedback into further development.

2. Common Procedures

This section defines the procedures and provides the documentation necessary to design and organize a practical on board course based on the EUROFLEETS experience in developing this type of training.

2.1. Before the course

The first step in the preparatory phase before launching the course, focuses on the **PLANNING AND DESIGN** of the course. Once the course has been planned it's necessary to create the **CALL** and the **APPLICATION FORM** documents to be published online, which will be open for at least 1.5 to 2 months.

Once the application is closed, the **EVALUATION** of the applications will start, and the successful applicants must be notified by e-mail within 2 weeks after the call closing. **INSTRUCTION FOR ATTENDING** must be issued **within** 2 weeks of successful notification.

The following steps are intended to provide a guideline in the **PLANNING AND DESIGN** of the course

1. *General theme or topic:* In general, what knowledge and skill areas will be the focus of this training?
2. *Goals and objectives:* What do you want participants to learn during the training? (What will they leave knowing more about or what new skills will they have acquired?)
3. *Essential questions:* What central questions do you want participants answering as the training unfolds?
4. *Summary of participant activities:* How will participants accomplish course objectives and answer the questions in numbers 2 and 3 above? (E.g., small group discussions and projects, lectures, role-playing, ...)
5. *Resources:* What resources might the trainer use to help participants accomplish curriculum objectives?
(E.g., current research, guest speakers, discussions, practical exercises, data acquisition, data processing, ...)
6. *Assessment activities:* How will you determine if participants a) have reached course objectives identified in number 2 above and b) can answer the questions in number 3.
7. *Evaluation of the training and the training process:* How will you evaluate the quality and usefulness of the training as well as its implementation?

The **CALL** document shall be designed to introduce and provide all information about the course: it must not exceed 2/3 pages, and comprehensively describe all activities and learning objectives covered by the course in order to attract potential users and clearly define the target audience:

- Description of the general purpose of the Eurofleets+ Floating University Program
- General course objectives
- Learning objectives
- Course content
- Time Plan of the activities
- Information about the trainers/teachers
- Applications procedures, weblink and deadline
- Costs and Travel grant
- Web links and Course organizer(s) contact details

As soon as the Call and Application form are online, it is necessary to broadly disseminate and advertise the Floating University course through mailing lists, European Institutes and web networks related to marine sciences training. This step will be done in collaboration with the Training and Education Work Package (WP) coordinator, the Dissemination WP, the Eurofleets+ web-master as well as personal networks and contacts.

See Annex 1 for the Eurofleets+ **CALL** template and description of the information to write in.

The **APPLICATION FORM** will provide applicant's information to the course organizers: it must contain all the data to provide the trainers with the necessary means for effective evaluation of the applicants and selection of the participants to attend the course.

In this view, the application form must contain the following sections:

- Personal and professional/academic details
- Personal Statement(s), including a letter of support from the applicant's supervisor
- Curriculum Vitae

The application form will be posted on the Eurofleets+ web platform and compiled on-line by the applicants.

See Annex 2 for the Eurofleets+ **APPLICATION FORM** template.

The applicants **EVALUATION** will be based on the information provided in the application.

An "evaluation team" composed by the course organizer(s) and the coordinator of the Eurofleets+ Training and Education WP, will be established.

Once the documentation and eligibility criteria have been verified, the evaluation of the applicants will be based on:

- Aptness of research or career
- Personal Statement of Motivation
- CV
- Supervisor's Letter of Support

The **INSTRUCTIONS FOR ATTENDING** document will be sent to all participants no later than 2 weeks after they have been notified, in order to provide them with all practical and logistical information to attend the course:

- Location and Timing/agenda
- How to reach the venue
- Onshore accommodation and local Transport information
- What to Bring (laptop, on-board clothing, ...)
- Overview on Research Vessel, on-board equipment and infrastructures available at the course
- Required certificates and documents
- Course and material data
- Data and samples policy
- Travel information and indicative accommodation costs and suggestions
- Contact details for Eurofleets+ personnel and useful links
- Survey Scientist Basic Checklist

Template for Eurofleets+ Floating University **INSTRUCTIONS FOR ATTENDING** in Annex 3.

2.2. Development of the Floating University course

Each Floating University course will start with *introductory day(s)* devoted to lectures covering the planned activities, survey design & planning and practical & safety issues. *On board activities* will combine lectures, laboratory work and practical sampling/measurements and interpretation of data. *After the cruise*, as a follow-up, each student will contribute to the official cruise report and submit a report on the outcome of their own project work.

BOX 1

SOCIAL MEDIA AND OUTREACH ACTIVITIES

Is important at this stage to plan and organize the social media and outreach activities during the course.

In view of this it is crucial to organize a "public digital space" where all the participants and instructors could share their pictures and videos related to the course's activity. This material will be stored and could be used by Eurofleets+ member for dissemination and advertising purposes.

A **CONSENT FORM** template for dissemination of results as well as related to the use of photos and videos for project's dissemination scope is available in Annex 5.

Additionally the Eurofleets+ **TOOLKIT FOR YOUNG RESEARCHERS** (D.9.4) should be disseminated among the participants, inside this document they will find all the resources needed to get the most impact on their own research.

In collaboration with the WP9 “Dissemination and Communication”:

- identify and inform participants about Eurofleets+ social media handlers and request all post about these initiatives are properly tagged using the @eurofleets (both for Facebook and twitter and web pages to be used for posting the course activity, experience and feeling
- produce and deliverable relevant materials to inform on the project activities as well as make available corporate material as to strengthen the visual identity of the project.

The pre-cruise segment aims to introduce and inform participants on the cruise’s activities on board as well as assess the knowledge of the students on the topic(s) of the course through a **PRE-COURSE TEST/QUIZ**. The pre course test/quiz is designed to evaluate the background of the students in order to structure the level of the teaching appropriately. A short question quiz will be designed by the instructors and given to the students on the first day. The questions will cover some of the basics that would be covered in more detail during the course. The quiz should be short, lasting approximately 10 minutes, so not testing their deep comprehension of the topic, but more to allow the instructors to assess at what level the teaching should be pitched at. The questions will follow the topics covered in the learning objectives, with the exception of the generic skills.

At the end of the course the students will be presented with the quiz again (post course), in order to check the effectiveness of the course as well as to assess the participant’s learning.

The Pre-Cruise stage will usually take place on land in a classroom setting and is devoted to

- Presentation of the Eurofleets+ project and Eurofleets+ Training and Education program
- Introduce Instructors and students
- Agenda of the course and practical / logistical information
- Pre-course assessment test/quiz*
- Lectures covering the planned activities, survey design & planning and practical & safety issues, scientific background of the cruise area, introduction of the instrumentation and facilities that will be used on-board, ...

Template for Eurofleets+ Floating University **PRE-COURSE TEST/QUIZ** in Annex 4.

BOX 2

DEVELOP DIGITAL LEARNING RESOURCES

Some of the lectures given in the classroom should be recorded and broadcasted as webinar: contact the Training Coordination on time to organize this step.

Each presentation or other material used during the course by teachers as well as those given eventually by students for their assessment (poster, report, presentation) must be stored and subsequently made available to the Eurofleets+ community and used for project’s documentation.

A **CONSENT FORM** template for dissemination of results as well as related to the use of photos and videos for project’s dissemination scope is available in Annex 5

On board, the activities will combine lectures, laboratory work and practical sampling/measurements and interpretation of data. Participants will actively learn how the instruments work, the methodology for good data acquisition and sampling and how to manage data and samples acquired.

The day(s) following the cruise will usually take place in a classroom setting and is devoted to **WORK ON THE DATA** acquired during the practical on board activities, in order to produce preliminary results; these will be part of the final report and will also be used for **PARTICIPANTS ASSESSMENT**. The data analysis and preliminary results are carried out by the participants, that at the end of the course will present the results in form of (groups) presentation or as report. The evaluation stage will finish with the **POST Cruise** test quiz: comparative analysis at the beginning and the end of the course will allow instructors assess what the students have learned as well as the effectiveness of the course itself. Learnings from each course will be shared and implemented throughout the Eurofleets+ Floating University programme delivering continuous improvement to course content and structure.

Afterwards, all the attenders will be kindly asked to fill in the **COURSE EVALUATION (FEEDBACK)** document. Feedback of participants experiences is very important to help us assess the achievements of Eurofleets+ in delivering high quality practical training in marine research methods to young researchers.

At the end of the course a **CERTIFICATE OF PARTICIPATION** together with the **MODULE DESCRIPTOR** will be delivered to the participants.

The **CERTIFICATE OF PARTICIPATION** is provided by the Eurofleets+ WP9 Dissemination and Communication after the course organizer provided the participant's detail.

The **MODULE DESCRIPTOR** provides various details about the course, including the tutor, what the participants studied, how they have been assessed and what they have learned once the course is completed.

The module descriptor must include

- The title of the course
- Description of the course
- The learning outcomes
- The education activities, specifying the method, topic and time devoted to each one
- The assessment method

Based on these documents, participants should be able to apply for European Credit Transfer and Accumulation System (ECTS) from their own Institutes/Universities.

Template for Eurofleets+ Floating University **COURSE EVALUATION (FEEDBACK)** in Annex 6.

Template for Eurofleets+ Floating University **MODULE DESCRIPTOR** in Annex 7.

2.3. After the course

Within one month of the end of the Floating University, the course organizer shall provide the final **COURSE REPORT** and the **DIGITAL LEARNING RESOURCES** of the course (see BOX 2 above).

The **COURSE REPORT** document will be used on official reports of the project and will include

- Participants list, including education's level and nationality
- Course objectives
- Activities carried out on the course
- Course and cruise time-log
- On board operation
- Preliminary results
- Participants assessment
- Participants feedback

Template for Eurofleets+ Floating University **COURSE REPORT** in Annex 8.

Table 1 summarises all procedures and timings from Floating University course design to the final course report.

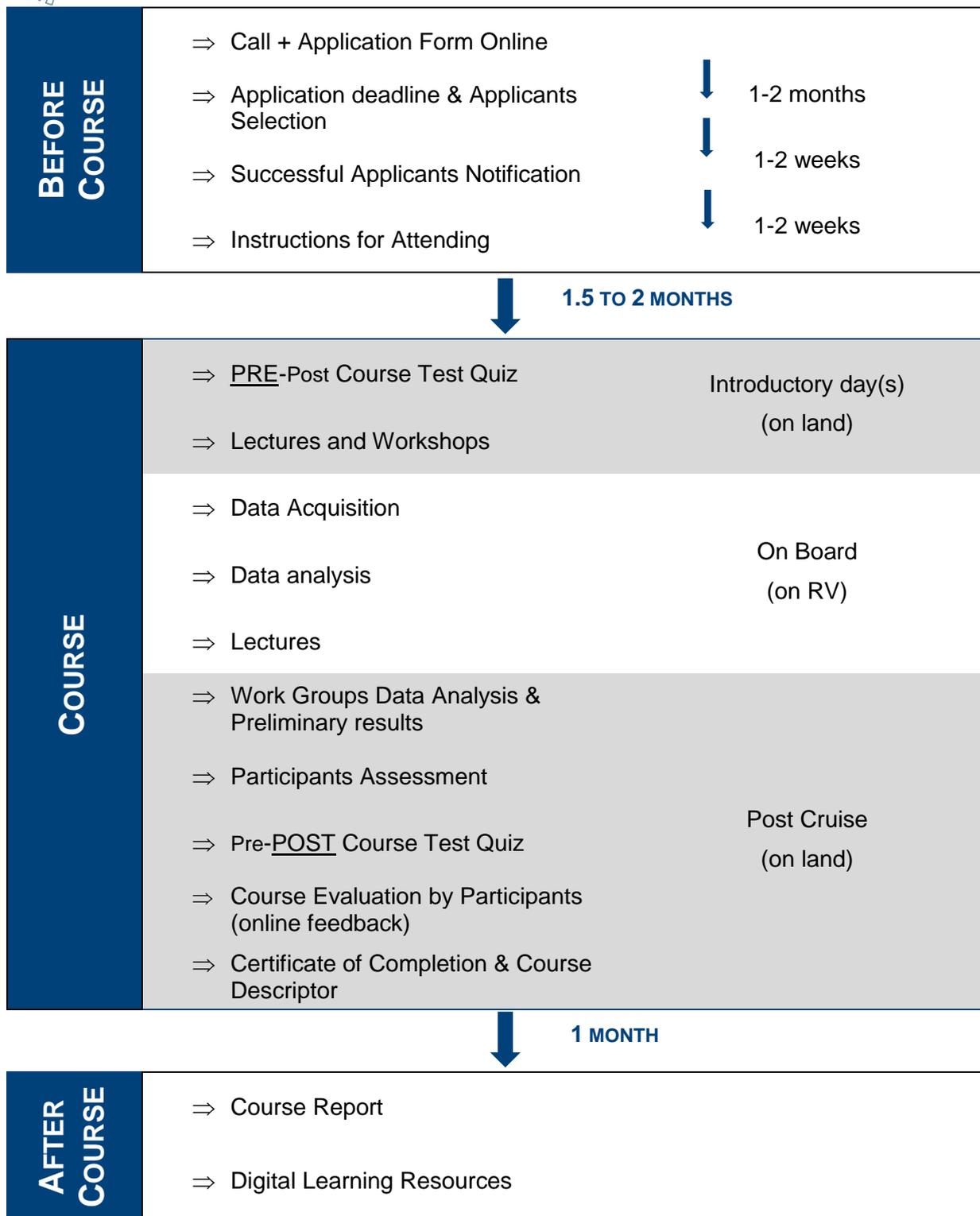


Table 1 – Schematic resume of procedures and timing for the Eurofleets+ Floating University organization.

3. E-modules suite

Material available on web-site:

1. Eurofleets+ Floating University CALL
2. Eurofleets+ Floating University APPLICATION FORM (with related Evaluation Mastersheet)
3. Eurofleets + Floating University INSTRUCTIONS FOR ATTENDING
4. Eurofleets+ Floating University PRE AND POST TEST/QUIZ
5. Eurofleets+ Consent Form
6. Eurofleets+ Floating University MODULE DESCRIPTOR
7. Eurofleets+ Floating University COURSE EVALUATION by participants
8. Eurofleets+ Floating University COURSE REPORT
9. Eurofleets+ Floating University Introductory Day presentations

3.1 E-modules access

All the documents are available on the EUROFLEETS+ intranet web-page [marineins.sharepoint](#):

[Documents Library / Work Package 6 / Training Toolkit for Floating University Courses](#)

In each folder are available the templates of the documents as well as a sub-folder with examples of relative material from previous Eurofleets project and other programs.

4. Annexes

4.1 Annex 1 – Eurofleets+ Floating University CALL

EUROFLEETS⁺ Floating University

“...title of the course.....”

Onboard the R/VName of the ship.....

.....Location and Date.....

The Eurofleets+ “Floating University”

Costly Trans National Access (TNA) of Global/Ocean class Research Vessels (RVs) cannot be assigned on the basis of need, but have to be obtained only on the base of scientific excellence. This presupposes adequate planning and implementation of high-return first-class scientific research. However, less equipped countries cannot compete for TA with the countries that own, manage and access Global/Ocean class Research Vessels to perform first-class scientific research.

Eurofleets+ will utilise the unique facilities offered by the fleet and equipment and the experience and knowledge of the consortium to deliver five ‘Floating Universities’, a series of ship-based training initiatives in marine related sciences areas such as scientific instrumentation, the collection and processing of samples, data analysis, quality control, and processing.

General course objectives

Insert here one or more pictures about the R/V and Study area

Describe the general theme and topic of the training, course development, Research Vessel information and equipment, study area, ... (Max 500 characters!)

Learning objectives

Write here a list (Max 7/8 points) on the main targets of the course, what the participants will learn.

Students participating in this course will learn to:

- *.....objective 1.....*
- *.....objective 2.....*
- *.....objective 3.....*

Course content

Describe how the course will be developed (a combination of lectures, laboratory work and practical sampling/measurements, and interpretation of data) (Max 1000 characters)

Example:

The course is composed of a combination of lectures, laboratory work and practical sampling/measurements, and interpretation of ...type of data..... Before the cruise you will attend an introductory day in ...location, city.... with lectures covering the background to the planned sampling of each discipline, a description of what will be carried out on board, survey design & planning, and practical issues. We will then board RV On board students will workin teams/groups..... onsampling and data acquisition themes (...which themes, topics.....).in the evenings lectures will be given on the scientific aspects of the study area..... Analysis and interpretation of the measurements made and data collected will begin on board and continue in the days directly after the cruise after travel back to The course will end with aposter/presentation/open discussion, other.....on the data collected, and the compilation of the cruise report by students.

Time Plan

Write a short time plan / agenda as precise as possible

Example:

- *The course will be from the .. to*
- *Participants are expected to arrive on ... in ...*
- *1st day: location (on land) type of activity (lectures, sampling, ...)*
- *2nd day: location (on land) , type of activity (lectures, sampling, ...)*
- *From... to... onboard activities*
- *Xth day ... post-cruise onshore activities*
- *Xth day ... post-cruise onshore activities*
- *...: Depart*

Teachers

-teacher 1..... (name and role)
-teacher 2
-

Application

Describe here:

- Number of positions available
- Who is the course addressed to (Post graduate, PhD, students, technicians, ...of all nationalities enrolled at European universities/institutes)
- Link to the online application form
- Application deadline (day and hours)
- When successful applicants will be notified
- Certificates, insurance, other documents participants are required to have prior to the training start

Example:

A total of ... positions are available for European post-graduate students (students of all nationalities enrolled at European universities) and the selection will be based on the information provided in the application form.

ONLINE APPLICATION form available to access at

Link to online application form

Applications must be received bydeadline date.....

Successful applicants will be notified by

At the end of the course a certificate of completion will be delivered to all participants. This will include module descriptor of the course.

Costs and travel grants

The course is funded by EU H2020 project Eurofleets+

Specify if travel grants/reimbursements are available, what the participants must pay for their own

Give a broad information of budget travel/accommodation solutions if possible

Example:

The course is free of charge, but participants need to pay for their own travel expenses including accommodation and food. indications for affordable accommodation will be provided....

A travel reimbursement up to maximum ...€ is available after application. The support will be given on receipt of a bill from the participant's institution, so that expenses are claimed from the participants own institution which later sends a bill to the ...Floating University organizer's.... institute.

Contacts

Insert here:

- Web link and/or references on Eurofleets+ project, Floating University course, Research Vessel, hosting Institution websites
- Contact details of course organizers

4.2 Annex 2 – Eurofleets+ Floating University APPLICATION FORM

EUROFLEETS+ RV [insert name of vessel] Floating University

Title/Theme of Floating University

Brief Description of Floating University

When, What it's about and Where

Credits if any

Who should apply

Closing date and notification date for successful candidates

Contact website and email for further information

Section 1: Personal and Academic Details

1. Applicant name: *

First

Last

2. Please input your gender *

M / F

3. Please state your nationality: *

4. Applicant address: *

Address Line 1

Address Line 2

City

State/Region/County

Postal / Zip Code

Country

5. Applicant e-mail address: *

6. Applicant mobile phone number: *

7. Higher Education or Research Institute: *

8. Title of academic or research Programme you are affiliated to *

9. Please indicate level of educational attainment *

Undertaking PhD

Undertaking MSc

Other

If you indicated other, please specify here

Section 2: Personal Statement

10. Please outline how you and your studies/research and career development would benefit from participating in the Floating University (1000 characters MAX)*

Section 3: Statement of Support

11. Please attach here a statement of support from your research supervisor using this naming format: JaneDoeSupport.doc *

Section 4: Curriculum Vitae

12. Please attach CV here as a PDF document (2 pages MAX) using this naming format: JaneDoe.CV.pdf*

Section 5: Certificates (if necessary)

13. Do you have a Seafarers Medical Certificate

YES

NO

Certificate Name (eg ENG II)

Date Certificate Issued

14. Do you have a Seafarers Personal Survival Training (PST) certificate

YES

NO

Certificate Name (eg STCW 95)

Date Certificate Issued

APPLICATION CHECKLIST

HAVE YOU Completed every part of the application form?

- Personal and Academic details
- Personal Statement
- Statement of Support
- Attached a copy of your most recent Curriculum Vitae
- Certificates

4.3 Annex 3 – Eurofleets + Floating University INSTRUCTIONS FOR ATTENDING

EUROFLEETS+ Floating University
“...title of the course.....”
Onboard the R/VName of the ship.....
.....Location and Date.....

PRACTICAL INFORMATION FOR PARTICIPANTS

Aim and Scope

Please write here a brief description of the course, it's design and objectives.

Example:

The course is designed to enable students to acquire advanced practical skills for Training will include survey design and measurements using..... The research topic of the course will be..... Among parameters captured will be:.....

Prior to the course, access to near real-time data from the study area and recent scientific publications will be given to the successful applicants. The course contains introductory lectures; exercises to design and plan the field measurements taking into account the available near real-time data from autonomous systems;number of days..... days of surveys onboard the research vessel (deployment and operation of, sampling, data acquisition and preliminary processing); post-cruise processing, analysis and integration of data; preparation of a study report.

Location

Insert here map of the course location

Indicate the time the participants are requested to arrive in the city. Give information to participants about the location and address of pre-cruise meeting venue and times, how to reach the course location by public transport or other (taxi, pick up from course organizer,...).



Give information about the course venue address and Meeting Times

Information on R/V harbour location

Getting to and around ...city name....

Insert Map of the city

Describe here how to reach and move around the city and approximate time.

How to reach By air: city airport or closest airport and how to move from and to the airport (shuttle, train, bus, metro,...)

How to reach By train: station(s), rail web-links, timetable, how to move from and to rail station, ...

How to reach by Bus: station(s), Bus web-links, timetable, how to move from and to bus station, ...

Accommodation

Provide information about affordable accommodation in your city (address, mail, web, ...) or if you reserved accommodation for participants (*);

Specify costs and discounts if available;

(*) Eurofleets+ Floating University organizers have a budget devoted to support participants travel and accommodation expenses; it could be used in 2 ways:

1. You can choose to pay accommodation and food (maybe lunch at the classroom) for the students: in this case specify it above
2. Otherwise the budget could be used as (partial) reimbursement for participants travel and accommodation expenses

Time Plan

Write a day by day time plan / agenda as precise as possible, indicating: time, date, activity, location, accommodation

Example:

<i>Time</i>	<i>Date</i>	<i>Activity</i>	<i>Location</i>	<i>Accommodation</i>
21:00-21:30	<i>1st Sept</i>	<i>Introduction meeting</i>	<i>Hostel, University room, ...</i>	<i>On Land (eg Hostel ...)</i>
8:30-17:30	<i>2nd Sept</i>	<i>Pre-survey workshop</i>	<i>... Campus</i>	<i>On Land</i>
8:30-17:30	<i>3th Sept</i>	<i>Pre-survey workshop</i>	<i>... Campus</i>	<i>On Land</i>
All day	<i>4th Sept</i>	<i>Data Collection and sampling</i>	<i>R/V ...</i>	<i>On Vessel</i>
All day	<i>5th Sept</i>	<i>Data Collection and sampling</i>	<i>R/V ...</i>	<i>On Vessel</i>

<i>All day</i>	<i>6th Sept</i>	<i>Data Collection and sampling</i>	<i>R/V ...</i>	<i>On Vessel</i>
<i>8:30-17:30</i>	<i>7th Sept</i>	<i>Post-survey workshop</i>	<i>... Campus</i>	<i>On Land</i>
<i>8:30-17:30</i>	<i>8th Sept</i>	<i>Post-survey workshop</i>	<i>... Campus</i>	<i>On Land</i>

Certificates

If participants need to have certain certificates, describe here

- what type of certificates they are requested to obtain and present at the course
- how to obtain the certificates and (if possible) a list of institutes where these certificate can be obtained
- if some courses to obtain the certificates will be conducted during training

Example:

All successful applicants must have or plan to secure a valid Seafarer's Medical Certificate and Personal Survival Techniques (PST) certificate approved under the STCW 78/95 convention. Further info can be found at: www...

Required documentation include:

- *Seafarer's medical certificate or ENG11 (STCW 95)*
- *Personal Survival Techniques (PST) certificate (STCW 78/95)*
- *Valid Passport*

Seafarer's Medical Certificate

For a list of approved medical examiners of the ENG 11 certificate please see <http://www...> We advise booking as early as possible if you do not already possess a valid ENG 11. Please note that ENG 11 expires two years after the date of issue. In Germany, the accepted certificate is the Medical Fitness Examination for Service at Sea. For further information on German certificates please see:

[www.....](http://www...)

Personal Survival Techniques (PST STCW95) Courses

*The Personal Survival Techniques Course (PST STCW 78/95) for Atlantic Summer School participants will take place on the **12th of September between 08:00-15:30 at the National Maritime College of Ireland (NMCI)**. Fees for attending the course are paid by the Atlantic Summer School. Participants who already hold a PST or national equivalent do not need to undertake this course.*

Transportation to the course

From the Bru Hostel on McCurtain street at 07:30hrs with a pick up after the course at 15.30hrs to return to RV Celtic Explorer.

Course Description

The Personal Survival Techniques (PST) course is split into both theory and practical's, including launching and entering a life raft. Included are actions to be taken by persons for self-protection in emergency situations, survival at sea and deployment of safety

equipment. It forms part of the mandatory basic training for all seafaring personnel. All personnel will be provided with immersion suits and lifejackets so ability to swim is not a requirement.

Items to bring

When joining this course please ensure to bring the following items with you:

- **National ID, Swim gear, wash gear and towel, change of clothes, soft shoes to wear in the pool, €1 coin for safety locker.**
 - **Please note, students must produce a valid Doctors Note or Seafarers Medical.**
 - A doctor's note is a letter from a doctor (GP) to state that the course candidate/delegate is considered medically fit to participate in all aspects of the course.
 - A valid Irish Seafarer's Medical or a Seafarer's Medical Certificate issued by an administration of an EU member state will be accepted in place of the Doctor's Note.
- Failure to produce either a Doctor's Note or a recognised Seafarers Medical Certificate will prevent a delegate joining the course.**
- All students will be asked to fill out a medical questionnaire before the course commences.**

RV ...name... Guidelines and Information

Describe here some general aspects and information about the Vessel, equipment, weblink, ...

Describe also some practical guidelines like:

- Work clothes availability on board OR to bring
- Rules about alcohol on-board
- Shop availability on board
- Mealtimes
- Linen availability on board
-
-

Reminder: most of the students may not have any previous experience on board RVs!!!

Example:

The *RV Celtic Explorer* is 65.5m in length and accommodates 35 personnel, including 19-21 scientists <https://www.marine.ie/home/services/researchvessels/explorer>. The *Celtic Explorer* is, in gross terms, six times the size of her sister vessel, the *Celtic Voyager*. Ireland's unique strategic position on the edge of the Atlantic means that the *Celtic Explorer* is able to facilitate both national and international research and exploration. The vessel is based in Galway, which is ideally located as the gateway to the Atlantic and geographically close to the main working areas. Apart from being an excellently designed vessel, fitted with the latest electronics and scientific equipment, the key attributes of the *Celtic Explorer* include:

- Specific noise characteristics that are fully compliant with the noise requirements of the ICES 209 CRR Report. Consequently, the vessel is acoustically silent which minimises fish avoidance and provides an ideal environment for the collection of high quality acoustic data with minimal interference from vessel noise.

- The vessel is a multipurpose vessel, being able to change from a survey programme to a fisheries programme, with relative ease.
- Large laboratory spaces and IT rooms fitted with scientific equipment.
- A full complement of survey equipment and winches.
- Adapted to accommodate a variety of Remotely Operated Vehicles including the Deepwater ROV Holland I

For Your Information

- Pillows, duvets, bed linen and towels are all available on the vessel.
- Laundry facilities are available on board (washing machine and dryer).
- Tuck shop available with essential toiletries.
- Hardhats, life jackets and personal locator beacons (PLBs) are supplied for work on the deck.
- There are gym facilities on board which includes a treadmill, exercise bike, rowing machine and sauna room.
- Internet connection is available at two work stations, the dry laboratory and the conference room.
- Telephone is available for use in the dry laboratory.

Mealtimes

There are three set mealtimes on the R.V. Celtic Explorer.

- *Breakfast: Between 07.00 – 08.00*
- *Lunch: 12.00*
- *Dinner: 18.00*
- *Breakfast menu includes a choice of continental and/or full Irish breakfast.*
- *Lunch menu includes soup and main course.*
- *Dinner includes a main course and dessert.*
- *A range of breads, fruit, biscuits and a fully stocked fridge with a variety of meats and cheeses are available for consumption throughout the day.*
- *Teas, coffees and a range of soft drinks and juice are available for consumption throughout the day.*

*The Marine Institute operates a zero tolerance policy towards the use of illegal drugs and substances on board. The RV Celtic Explorer is a "dry" ship and, as such, it is **not permitted to bring alcohol on board** the vessel during any part of the charter period. Prior to going on board, all vessel users shall observe a period of abstinence from alcohol for at least four hours. We advise all participants to review the Vessel User guidelines at:*

<http://www.>

What to bring

Describe in this chapter what the participants must bring on their own for on land and ship activities; specify if participants must bring their own Pc-laptop, install specific (free) software, other material necessary to the course.

Insert here also all the documents they must have for the course (e.g. passport, medical certificate, protective equipment, ...)

Example:

The weather in is In addition to summer clothes, we advise also to bring warm clothes and raingear. The following is a list of useful items to bring:

- *Passport or ID-card (obligatory)*
- *Laptop and memory stick (a PC is available per each formed study group of 3-4 students, but we suggest to bring your own laptop if possible)*

- Warm clothing e.g. sweater, fleece and a hat Rain proof jacket and trousers
- Preferably two pairs of footwear (wellington boots and trainers but some pairs of boots are available also onboard)
- Anti sea-sickness tablets or sea-sickness prevention wrist bands (if needed)

Checklist

Insert here a summary list to help participants to check they have everything requested.

Example:

Documentation

The following documents are required while participating in a scientific survey on the R.V.:

- Passport
- Original copy of Seafarer Medical Certificate (e.g. ENG 11)
- Original copy of Proficiency in Personal Survival Techniques (or German Equivalent)

Miscellaneous

- Warm Clothes, Hat and gloves
- Sunblock & Sunglasses (the sun has been known to shine in Ireland!)
- European Voltage Adaptor
- Field notebook
- Wet weather gear (for working on deck)
- Prescribed medication (if applicable)
- Personal Protective Equipment (PPE) e.g. steel toe cap boots (for work on the deck - please refer to note below on the availability of lifejackets and hard hats).
- Indoor shoes e.g. trainers or flip flops
- Sea sickness tablets (optional)
- Camera (not essential but always useful)

Workshops

- Laptop (please inform us if we need to provide you with one)
- Memory stick
- Notebook

Contacts

Provide contact details of course organizer(s) and web link useful for the course, the participant can use to gain and/or ask for more information.

EUROFLEETS+ Floating University*“...title of the course.....”**Onboard the R/VName of the ship.....**.....Location and Date.....***EVALUATION OF PARTICIPANT LEARNING TEST****(MULTIPLE CHOICE FORMAT)****LOCATION:****DATE:****NAME:****SURNAME:****Question 1: ...**

Answer A: ...

Answer B: ...

Answer C: ...

Question 2: ...

Answer A: ...

Answer B: ...

Answer C: ...

EUROFLEETS+ Floating University

“...title of the course.....”

Onboard the R/VName of the ship.....

.....Location and Date.....

EVALUATION OF PARTICIPANT LEARNING TEST

(SHORT ANSWER FORMAT)

LOCATION:

DATE:

NAME:

SURNAME:

1 – Question...

Answer:

2 – Question:

Answer:

Photography / Film / Scientific documentation (poster, report, presentation)

Consent and Release Form

By signing this form, I authorize the Eurofleets+ Project consortium, to create via photography and / or film and/or scientific documentation (poster, report, presentation) the right to reproduce, display, and disseminate worldwide and for non-commercial promotional purposes, such photographs and / or film or other images of my likeness.

I agree that Eurofleets+ consortium may use and authorize the use of any part of this recording for, but not limited to, exhibition, publication, educational, social media and website purposes.

By signing this form, I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby. I hereby release any and all claims against the Eurofleets+ project consortium utilizing this material for above purposes.

Additionally, I waive any right to royalties or other compensation arising or related to the use of my image or recording. I also understand that this material may be used in diverse settings within an unrestricted geographic area

I confirm that these images were taken with my knowledge and consent and may be used in promotional materials related to the Eurofleets+ project.

Print Name: _____

Signature

Date

(optional) Yes, Eurofleets+ has permission to use my name in corresponding captions or text that appears with my image.

EUROFLEETS⁺ Floating University

“...title of the course.....”

Onboard the R/VName of the ship.....

.....Location and Date.....

MODULE DESCRIPTOR

TITLE		
Eurofleets+ Floating University “ <u><i>name of course</i></u> ”		
MODULE DESCRIPTION		
Provide a succinct description of the course and its key features. It will not only give indications on its content, but also how it is delivered and assessed. Describe here the rationale/general objectives of the course as well as the type of learning activities will be performed (lectures, workshop, field work, working groups, ...).		
LEARNING OUTCOMES		
A learning outcome is a statement of what the learner should know and able to do to demonstrate their knowledge and skills at the end of the course. It is important to bear in mind when drafting this section that all the learning outcomes should be assessable. On completing this course the participant will be able to: <ul style="list-style-type: none"> • Outcomes 1 • Outcomes 2 • • ... Be realistic in compiling the key learning outcomes: <u>Max 7/8 outcomes!</u>		
EDUCATIONAL ACTIVITIES		
<i>Learning and teaching methods</i>	<i>Topic</i>	<i>Hours</i>
Presentations	Topic 1 Topic 2 ...	Total hours devoted to presentations
Lectures	Topic 1	Total hours devoted to lectures



	Topic 2 ...	
Fieldwork (Ship)	List here the practical activities performed on-board (sampling, data acquisition, data processing,...)	Total hours devoted to fieldwork
Group project	e.g. working groups on data analysis, preliminary result presentation	Total hours devoted to Group project
Report	e.g. Cruise Report	Total hours devoted to report compilation
ASSESSMENT		
<p>Write here the type(s) of assessment that has been used and (in case of multiple types) provide details of it as a percentage of overall assessment.</p> <p>The following types of assessment should be used for the Eurofleets+ Floating University courses:</p> <ul style="list-style-type: none"> • Cruise report compilation and/or Presentation of the onboard activity and/or preliminary results by students • Pre- and post-course evaluation test 		

Location and date

Name Surname

Training Programme Chief Scientist

signature

4.7 Annex 7 – Eurofleets+ Floating University COURSE EVALUATION by participants

EUROFLEETS+ Floating University

*“...title of the course.....”**Onboard the R/VName of the ship.....**.....Location and Date.....*

STUDENT COURSE EVALUATION

We would be very grateful if you would take the time to tell us about your training experience on the Floating University on board the R/V Feedback of your experiences is very important to help us communicate to the programme funders and directors the achievements of Eurofleets+ in delivering high quality practical training in marine research methods to young researchers. We look forward to receiving your feedback and suggestions. All information will be treated with the utmost confidentiality.

Many thanks!

Q 1. Please indicate your gender

- Male
 FEMALE

Q 2. Please indicate your age group

- 18 to 24
 25 to 34
 over 34 years

Q 3. Which of the following best describes your current academic profile

- PhD
 MSc
 MEng
 Other

If you selected Other, please specify below

Q 4. How did you know about the Floating University course?

Eurofleets+ webpage

Other web sites

Specify the site here

Personal contacts

Other

If you selected Other, please specify below

Q 5. Please outline your area of special interest or research in Marine Science

Q 6. Please indicate how satisfied you were with the pre-survey presentations

	Very satisfied	Satisfied	Neutral	Unsatisfied	Very unsatisfied
Presentation / Lecture 1	1	2	3	4	5
Presentation / Lecture 2	1	2	3	4	5
Presentation / Lecture 3	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5

Q 7. Please indicate how satisfied you were with on-board elements of the RV ... Cruise

	Very satisfied	Satisfied	Neutral	Unsatisfied	Very unsatisfied
.... Operations	1	2	3	4	5
.... Operations	1	2	3	4	5
.... Operations	1	2	3	4	5



.....	1	2	3	4	5
.....	1	2	3	4	5
.....	1	2	3	4	5

Q 8. Overall how satisfied were you with the delivery of the Eurofleets+ RV ... Floating University?

	Very satisfied	Satisfied	Neutral	Unsatisfied	Very unsatisfied
Satisfaction	1	2	3	4	5

Q 9. How beneficial do you feel it is to network with other European and International students?

<input type="radio"/> Very beneficial	<input type="radio"/> Somewhat	<input type="radio"/> Not sure	<input type="radio"/> Not very	<input type="radio"/> Not at all
---------------------------------------	--------------------------------	--------------------------------	--------------------------------	----------------------------------

Q 10. Do you believe the Floating University experience on board the RV ... will benefit your studies and future career?

<input type="radio"/> Definitely	<input type="radio"/> Probably	<input type="radio"/> Not sure	<input type="radio"/> Probably not	<input type="radio"/> Definitely not
----------------------------------	--------------------------------	--------------------------------	------------------------------------	--------------------------------------

Q 11. Please feel you free to comment on the highlights and/or lowlights of the Floating University course:**Q 12. Please outline any recommendations you may have for future Eurofleets+ Floating University programme:**

EUROFLEETS⁺ Floating University*“...title of the course.....”**Onboard the R/VName of the ship.....**.....Location and Date.....***Scientific Participants**

Participant 1 (Cruise / course leader)

Participant 2 (Teacher /instructor)

.....

Participant x (student)

.....

.....

Course and cruise objectives

Insert here one or more pictures about the R/V, Study area and Group photo

Describe the general theme and topic of the training, course development, Research Vessel information and equipment, study area, learning objectives formation about the participants (nationality, academic profiles), ...

Nature of the course and work carried out on the course

How the course has been designed...

How the on-land and on-board activities have been organised

Instruments used by participants on board

Post-cruise work and assessment

.....

Course and cruise Log

Write a log of the activities carried out day by day

1st day (date) – location (on land location or RV)

Description of activities

2nd day (date) – location (on land location or RV)

Description of activities

3rd day

.....

On board operation

- Sampling methodology: instrument used, deployment log, samples (insert tables), ...
- Processing methodology: data processing employed, software used, files produced (format, extension, ...), ...
- ...

Preliminary results

Write briefly here the preliminary results in collaboration with the participants: preliminary data analysis, comments on the data quality, noteworthy features, ...

Evaluation of student learning

Describe the types of assessment that have been used to test the student learning (e.g. Pre and Post course test quiz, data presentation, cruise report compiled by students, ...) and briefly describe it.

Include tables, pictures, as well as reports and ppt as annexes.

Students course evaluation

Include and comment the results coming from the students' feedback module. Insert a summary (table) of results from the students' evaluation of the course.

Concluding remarks

Write here any comments and suggestions

Appendix

Attached logs, station tables, graphs, ...