

## Rules for our eTwinning project and how to use Twinspace.

### Home page:

1. **CALENDAR**: keep up to date with dates and add your own in English (birthdays, public holidays, half-term, exams...).
2. **MAILBOX**: this mailbox allows you to send messages to all members of the project, in France, Poland and Spain, including teachers. Teachers can also send you messages. **Check it regularly.**
3. **BLOG**: the blog on the Home page is going to serve as "**Bulletin Board**", run and edited by **teachers only**. Here you can check information about tasks, time limits and news.
4. **PROFILES**: you can access the profiles of all the members of the project here. To write about yourself, click on "edit profile". You can also write on somebody's wall.

### Project activities:

This is the space where all the project activities will be published all along the year. The teachers will manage the pages here.

### Pupils' corner

This is where you can meet the pupils from the other schools involved in your project. You can use it to **socialise** online, hold discussions in the forum; it is a place to reflect and exchange ideas and get to know each other better. It is also the place where you will **work on your project**, upload documents in the file archive or work collaboratively on a wiki for example.

### Chat

Pick a time to chat with your European partners out of lessons! (Mind the time zones!)

## DO'S AND DONT'S

English is our common language, and this project aims at giving you the opportunity to use it as much as possible. So **English only** will be used on the Twinspace, and you should try to write as correctly as possible in English. You should also try to correct others' mistakes – they will do the same for you.

**If a pupil uses offensive or disrespectful language**, or uploads any inappropriate content, he / she will be deleted immediately, and will be punished according to the school rules.

The Twinspace is a **safe** website that only registered people can access: use it to stay safe on the web!

The aim of this school project is to help you improve your English, to exchange ideas and to work all together on the same project on a cooperative and collaborative mode. **The result depends on your involvement!** Work hard and have fun!