

Project Completion Diary

	Lambeth Academy	Harbin No.1 High School
07/05	<ol style="list-style-type: none"> 1. Was informed about the competition 2. The Chinese Teacher asked students “What would you be interested in most to know about our Chinese partner school’s children if you have an opportunity to exchange the similarities and differences of school life?” The children wrote down a list. The Chinese teacher then showed them the information about the 100 Words Competition, a group of children showed interest. 3. Emailed the Chinese partner school, the detailed information about this competition 	
08/05	<ol style="list-style-type: none"> 1. Phoned partner school, partner school confirmed their participation in this competition 2. Arranged for 5 participating children who confirmed their interest 3. Issue letters to the parents for their permission 	<ol style="list-style-type: none"> 1. Arranging 5 participants 2. Ask Chinese children what they would most be interested to know about a English school and English school children.
09/05	<ol style="list-style-type: none"> 1. Collected the parents’ permission letters 2. Phoned partner school to discussed the Play outline 	
		<ol style="list-style-type: none"> 1. The participants and their English teacher wrote the Play Outline and the Scripts 2. Emailed the Play Outline and the Scripts, and asked partner school to edit and finalise the scripts.
15/05	<ol style="list-style-type: none"> 1. Finalised the English script and emailed it back to partner school 2. Gave the scripts to the participants for them to practice 	<ol style="list-style-type: none"> 1. received the finalised scripts from partner school 2. Gave the scripts to participants for them to practice
16/05	<ol style="list-style-type: none"> 1. Rehearsal: Chinese teacher + participants 2. Participants wished to set the play in local environment rather than on the stage, as this would enabled them to explore and act out their play more meaningfully and visually with the intent and vision that they wished for. 3. Contacted partner school, the Chinese participants also hoped could set their play in real environment as they were very eager to make their play more dynamic. Therefore we decided to act in real environment. 4. Contact local shops and Post Office for their permission for the filming 	<ol style="list-style-type: none"> 1. One of the directors of Lambeth Academy, Ennelyn Schmidt , is visiting Harbin No.1 High School, she helped the participants with their pronunciations and their preparations of acting 2. Confirmed with partner school for set the play in real environment. 3. Packed a “Birthday Present Box”, asked Ms Schmidt to take the box to her school in London

17/05		Saturday, only the participants came to school for their Rehearsal
18/05		<ol style="list-style-type: none"> 1. Contact local shops and Post Office and got their permissions for the filming 2. Confirmed with participants for filming on Monday, the 19th
19/05	<ol style="list-style-type: none"> 1. Received permissions from local shops and Post Office. 2. Confirmed with participants filming on Monday, the 20th 3. Last Rehearsal 4. Ms Schmidt delivered "Birthday Present Box" that were given by the partner school to the Chinese 	Filming
20/05	<ol style="list-style-type: none"> 1. Filming 2. Exchanged background music for the videos 	<ol style="list-style-type: none"> 1. Editing 2. Exchanged background music for the videos
21/05	Filming	Editing
22/05	Editing	Uploaded the video online for partner school to download
23/05	Downloaded partner school's video	Received confirmation that the video was downloaded with no problem.
24/05 — 1/06	Half Term Holiday	
5/06 & 6/06	Final editing: added starting and closing credits for both English and Chinese videos	
7/06	Uploaded video to elanguages site, but unsuccessful	
8/06	<ol style="list-style-type: none"> 1. Uploaded video again x 3, still unsuccessful 2. Uploaded PDF files 3. Uploaded two videos to alternative file hoster for download 	
9/06	<ol style="list-style-type: none"> 1. Uploaded final editing of the files 2. Emailed partners school the links for download the videos. 	