

Europass curriculum vitae



Personal information

Surname(s) / First name(s) **Giannatelli Ada**
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E-mail(s) **ada.giannatelli@polimi.it**
Nationality(-ies) **Italian**
Date of birth **July, 21, 1973**
Gender **female**

**Desired employment /
Occupational field** **Digital services for learning and collaboration**

Work experience

Dates **December 1997 until now**
Occupation or position held **project manager and instructional designer**
Main activities and responsibilities **project management and design of e-learning and e-collaboration services for lifelong learning and EU-funded programmes**
Other activities and responsibilities **responsible for ISO 9001:2000 Quality Assurance: certification of design, development and delivery process of digital learning services**
participation to UNIQUe project (European University Quality in eLearning - EU project): management of activities aimed at accreditation
member of eLene EE project (European collaboration for improving economics managing in e-learning - EU project) workgroup: responsible for dissemination of outcomes and results (integration of Web 2.0 tools into dissemination activities); management of e-collaboration activities
member of Side_Lab research group: testing of application of web 2.0 tools in e-learning and e-collaboration
Name and address of employer **METID Centre (Centro Metodi e Tecnologie Innovative per la Didattica – Politecnico di Milano; <http://www.metid.polimi.it>)**
Type of business or sector **Education**

Education and training

Dates **2006**
Title of qualification awarded **participation to summer school on simulations and virtual and augmented reality for digital learning environments (original title: "Simulations, réalités virtuelles et augmentées et apprentissages professionnels")**
Principal subjects/Occupational skills covered **design and evaluation of simulations for digital learning environments**

Name and type of organisation providing education and training	CNRS – Centre National de la Recherche Scientifique – France (national institution)
Dates	2004
Title of qualification awarded	responsible for Quality Assurance at the Politecnico di Milano - update
Principal subjects/Occupational skills covered	maintainance and update of ISO Quality Management Systems
Name and type of organisation providing education and training	CQA – Centro per la Qualità di Ateneo del Politecnico di Milano
Dates	2003
Title of qualification awarded	self-evaluator of CampusOne certified degree courses - update
Principal subjects/Occupational skills covered	design, planning, monitoring and evaluation of teaching and learning process
Name and type of organisation providing education and training	CRUI – conferenza dei rettori italiana (national institution)
Dates	2003
Title of qualification awarded	internal evaluator of ISO Quality Management Systems
Principal subjects/Occupational skills covered	design and planning of internal ISO inspection
Name and type of organisation providing education and training	Italcert (Certification independent third party)
Dates	2002
Title of qualification awarded	responsible for Quality Assurance at the Politecnico di Milano
Principal subjects/Occupational skills covered	maintainance and update of ISO Quality Management Systems
Name and type of organisation providing education and training	CQA – Centro per la Qualità di Ateneo del Politecnico di Milano
Dates	2002
Title of qualification awarded	self-evaluator of CampusOne certified degree courses
Principal subjects/Occupational skills covered	design, planning, monitoring and evaluation of teaching and learning process
Name and type of organisation providing education and training	CRUI – conferenza dei rettori italiana (national institution)
Dates	1996
Title of qualification awarded	master's degree in Humanities at the Università Cattolica del Sacro Cuore, Milan
Principal subjects/Occupational skills covered	main subjects: Latin, Greek, Classical Archaeology, Medieval Archaeology, History of Medieval Architecture. The thesis was prepared in Cologne with the help of Prof.Dr.G.Binding of the Kölner Universität. Final grade: 105/110
Level in national or international classification	University master's degree
Name and type of organisation providing education and training	Università Cattolica del Sacro Cuore, Milan (university)
Dates	fall 1994 – spring 1995
Name and type of organisation providing education and training	Katholische Universität, Eichstätt, Germany (university)
Level in national or international	Erasmus exchange program

classification

Personal skills and competences

Mother tongue(s)

Italian

Other language(s)

Self-assessment

European level ()*

English

French

German

Spanish

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
B2	B2	B2	B2	B2
B2	B2	B2	B2	B2
C1	C1	C1	C1	C1
A2	A2	A2	A2	A1

() Common European Framework of Reference (CEF) level*

Social skills and competences

positive attitude to public relations

Organisational skills and competences

team spirit, negotiation skills, self-management

Technical skills and competences

competence in design techniques of digital learning services; competence in techniques and procedures for monitoring, evaluation, and benchmarking of digital learning services; skills in resource and activity planning for production of digital learning services

Computer skills and competences

Office suite; basics of HTML; basics of Dreamweaver and Photoshop
Use of tools such as Moodle, Centra, Adobe Connect, Skype, LinkedIn, Facebook, del.icio.us, Wiki, Google Docs and Spreadsheets, Flickr, YouTube, Inspiration, Cmap for collaboration and dissemination

Driving licence(s)

B driving licence

Additional information

Events:

- o Ada Giannatelli, Simona Azzali, "Designing learning spaces with Web 2.0 tools" (workshop), iLearning Forum 2008, Paris
- o Ada Giannatelli, "Integration of ISO standards and Web 2.0 tools for learning quality and innovation" (presentation), iLearning Forum 2007, Paris

Publications:

- o Ada Giannatelli, Sandra Paggetti, "eLene-EE: Integration of Web 2.0 Into Project Management and Dissemination", a contribution on EFQUEL Newsflash 22th July 2008
- o Ada Giannatelli, Sandra Paggetti, "eLene-EE: a story of dissemination across Europe", an article on eLearningEuropa.info, June 2008
[http://www.elearningeuropa.info/out/?doc_id=8400&rsr_id=16044]
- o Susanna Sancassani, Ada Giannatelli, "Web 2.0 nella gestione dei progetti internazionali: il caso eLene", presented at the 5th national conference of SLe-L (Società Italiana di e-Learning) – July 2007
- o Giancarlo Ghezzi, Ada Giannatelli, Ignazio Locatelli, "E-learning al Politecnico di Milano: la piattaforma Corsi On Line", E-learning and knowledge management anno II n°7 marzo – aprile 2005
- o Ada Giannatelli, Susanna Sancassani "Progettare In Qualità L'e-Learning", E-learning and knowledge management anno I n°5 novembre – dicembre 2004
- o Ada Giannatelli, Susanna Sancassani "Progettare In Qualità L'e-Learning", De Qualitate anno XII n°2 febbraio 2003