ANNEX I to the quality report

NEW WORK PLAN

P1 – University of Niš (Faculty of Sciences and Mathematics)
for the periodfrom December 2020 until November 2022
Timetable of Activities

Ref.nr/ Sub-ref	Title	Total duration (number of weeks)	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	September 2021	October 2021	November 2021
2.2	Preparing material for PM training courses	16	4x4=	4x	4x	4x								
2.3	Creating material for providing language support for teaching staff				4x	4x	4x	4x						
2.4	Preparing guidelines for the technological enhancement of teaching and learning	16	4x4=	4x	4x	4x								
3.2	PM training of teaching staff	16				4x4=	4x4=	4x4=	4x4=			4x4=	4x4=	4x4=
3.3	Training of teaching staff for using new educational technologies					4x4=	4x4=	4x4=	4x4=			4x4=	4x4=	4x4=
3.4	Training for teaching and academic writing in English											4x	4x	4x

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ID	Activity		C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12
3.5	Development of structure and content of courses for students and young teachers		4x	4x	4x	4x	4x	4x	4x					
3.6	Approval/Accreditation of new/modified master study and continuing professional development courses		4x										4x	4x
3.7	Implementation of approved courses				4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
4.1	The integration of online technologies into traditional courses		4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
4.2	Developing systems for electronic testing				4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=
4.3	Forming online labs		4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
5.3	Preparing and analysing quality reports		4x	4x4=	4x	4x4=	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=
5.4	Organising inter-project coaching								2x	2x				
5.5	Organising external monitoring					2x2=	2x2=							
6.1	Creating the project website	48	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
6.2	Printing and distributing promotional material	36				4x	4x	4x	4x	4x	4x	4x	4x	4x
6.3	Disseminating reports on the project achievements		4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x

6.4	Organising popularisation lectures		4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x
6.5	Developing a Rulebook on CPD of teaching staff		4x 4=	4x 4=	4x 4=	4x	4x	4x	4x	4x	4x	4x	4x	4x
6.6	Developing Strategy for the support and on-going improvement of the quality of T&L								4x 4=	4x 4=	4x 4=	4x	4x	4x
6.7	Developing a unified questionnaire								4x 4=	4x 4=	4x 4=	4x	4x	4x
7.3	Organising meetings of the LCT	8				4x					4x			
7.4	Creating the PAP	48	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=
7.6	Performing regular financial administration	48	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=
7.7	Doing regular coordination activities	48	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=

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Ref.nr/ Sub-ref	Activities Title	Total duration (number of weeks)	December 2022	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022
3.1	Organising the Workshop on innovative T&L methodologies and pedagogical approaches											4x 4=	4x 4=	4x 4=
3.2	PM training of teaching staff		4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=					
3.3	Training of teaching staff for using new educational technologies		4x4=	4x4=	4x4=	4x4=	4x4=	4x4=	4x4=					
3.4	Training for teaching and academic writing in English		4x	4x	4x									
3.5	Development of structure and content of courses for students and young teachers		4x	4x										
3.6	Approval/Accreditation of new/modified master study and continuing professional development courses		4x	4x										
3.7	Implementation of approved courses		4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
4.1	The integration of online technologies into traditional courses		4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
4.2	Developing systems for electronic testing		4x	4x	4x	4x	4x	4x	4x	4x	4x	4x		

No.	Task	Value												
4.3	Forming online labs		4x											
4.4	Preliminary analysis of performance indicators						4x	4x	4x	4x	4x	4x	4x	4x	4x
5.1	Establishing QAMB	16	4x 4=	4x 4=	4x 4=	4x 4=								
5.2	Establishing internal work quality standards and procedures	24	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=						
5.3	Preparing and analysing quality reports	32					4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=
5.5	Organising external monitoring												2x2=	2x2=
6.1	Creating the project website	48	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x	4x
6.2	Printing and distributing promotional material	36					4x	4x	4x	4x	4x	4x	4x	4x	4x
6.3	Disseminating reports on the project achievements		4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x
6.4	Organising popularisation lectures		4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x
6.5	Developing a Rulebook on CPD of teaching staff		4x 4=	4x 4=	4x 4=	4x	4x	4x	4x	4x	4x	4x	4x	4x
6.6	Developing Strategy for the support and on-going improvement of the quality of T&L		4x 4=	4x 4=	4x 4=	4x	4x	4x	4x	4x	4x	4x	4x	4x
6.7	Developing a unified questionnaire		4x 4=	4x 4=	4x 4=	4x	4x	4x	4x	4x	4x	4x	4x	4x
7.3	Organising meetings of the LCT	8					4x				4x			

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7.4	Creating the PAP	48	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=	4x	4x	4x 4=
7.5	Preparing interim and final reports												4x 4=	4x 4=
7.6	Performing regular financial administration	48	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=
7.7	Doing regular coordination activities	48	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=	4x 4=

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Schadule of the following activities:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out
2.2	Preparing material for PPM training courses	March, 2020	December 15th, 2020 January15th, 2021	Serbia, Albania, UGENT, UGR	This activity is related to the preparation of printed and electronic materials for psychological, pedagogical and methodological (PPM) training courses. The teachers of pedagogy and teaching methodology, who will later on during the project implementation carry out training courses within the WP3, have started working on preparation of educational materials using various online platforms and tools. First working drafts of educational materials have been designed. Teachers from specialised departments at UGENT and UGR, will use online platforms and to for share their knowledge and skills and helping in preparation the program and learning materials for upcoming training courses.
2.3	Creating material for providing language support for teaching staff		January 30th, 2021	Serbia, Albania	Printed and electronic material for providing language support to professional development of teaching staff are being prepared during this activity. The project staff is using the material that has already been developed by the project FUSE (TEMPUS project, coordinator UNI) as a baseline for this activity, and it is being used and adapted to the specific needs of teaching and academic writing in English in the field of natural and mathematical sciences. The teachers are using various online tools to draft, adapt and refine the working materials.
2.4	Preparing guidelines for the technological enhancement of T&L;	March, 2020	December 15th, 2020 January15th, 2021	Program countries: UNIOVI, UMB,	Guidelines and instructions for wider integration of ICT in teaching and learning are being prepared. Teachers who will implement training courses for using new educational technologies later in the project have started working on the programs and teaching materials onlinewith the help of partners from Banska

					Serbia, Albania	Bystrica and Oviedo. The experts will present their experiences in using modern technologies in T&L by using online tools and methods.
3.1	Organising the Workshop on innovative PPM approaches		February 10th, 2021		ONLINE	The Workshop will be organized online. The objectives of the activity are: •to disseminate the latest achievements concerning teaching methodology in higher education, modern pedagogical approaches and technology enhanced teaching and learning •to raise the general awareness of stakeholders from the partner countries about the necessity of changing ways of teaching and learning in higher education, and importance of using the contemporary methodologies, psychological and pedagogical approaches and educational technologies in teaching and learning Contributions of the participants will be recorded during the workshop and the proceedings of the workshop will be published.
3.2	PM training of teaching staff		May 15th, 2021 (first and second series)		online; Serbia, Albania, UGENT, UGR	The first series will be organised at the PC HEIs and the trainers will be teachers of PPM from these HEIs. In the second series of training courses instructors will be teachers from UGENT and UGR. The courses will be held in two parts: for Serbian trainees and for Albanian trainees) and the lectures will be monitored via online tools and applications and via the video conference (5 days).
3.3	Training of teaching staff for using new educational technologies				online; Serbia, Albania, UNIOVI, UMB, UO	The first series will be organised at the PC HEIs and the trainers will be teachers of computer science from these HEIs. In the second series of training courses instructors will be teachers from UNIOVI, UMB and UO. The courses will be held in two parts: for Serbian trainees and for Albanian trainees) and the lectures will be monitored via online tools and applications and via the video conference (5 days).
3.4	Training for teaching and academic writing in English		June 30th, 2021		online; Serbia, Albania	Based on the teaching and learning material prepared within the activity 2.4 training courses will be organised, with trainers who are lecturers of English at the corresponding PC HEIs.

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3.5	Development of structure and contents of courses for students and young teachers	May, 2020	Jun 2020, October 2021, May 2021	Serbia, Albania	Within this activity, structure and content of the new/modified courses at the PC universities will be introduced with the aim of strengthening competences of young university teaching staff in pedagogy, psychology, methodology and technology enhanced education, based on new knowledge and skills acquired through the training courses instructed by EU experts. Some of new courses that are prepared: 1. Interactive tools for online learning. 2. Digital media in blended learning 3. Development of platforms for blended learning 4. Virtual classrooms 5. Modern didactic principles 6. Education of children and adolescents with special needs 7. Innovations in teaching 8. Educational software Some methodical subjects will be modernized at each PC University in the field of natural and mathematical sciences.
3.6	Approved/Accredited new master courses and continuing professional development courses	September 2020	Jun 2020, October 2021, May 2021	Serbia, Albania	This activity has been started and during the activity the team is doing on preparation documentation for the approval or accreditation event.
4.1	The integration of online technologies into traditional courses	February 2020	During the whole project life	Serbia, Albania	Within this activity pilot projects will be launched, for the integration of online technologies into a certain number of traditional courses at the PC HEIs in all areas of natural and mathematical sciences. The role of these pilot projects is to demonstrate the benefits of using online technologies in teaching and learning, and to encourage a wider circle of teachers and teaching assistants to use these technologies themselves. The use of online learning platforms should allow students easier and

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					faster access to the learning material and relevant information, access at any time, as well as better understanding and more efficient learning. That will also contribute to the realization of the active role of students in the learning process, individualization of learning and better communication between students and teachers, which will lead to the transition from teacher-oriented to student-oriented approach to learning.
4.2	Developing system for electronic testing	June. 2020	Ongoing activity	Serbia, Albania	A team of experts in information technology and pedagogy from the partner institutions (not necessarily the same as in Activity 4.1), in cooperation with teachers of particular subjects, will propose methodological and software solutions for the development of systems for electronic testing and monitor the creation of these systems.
4.3	Forming online labs	November 2020	Ongoing activity	Serbia, Albania	Within this activity pilot projects for the integration of online technologies into a certain number of laboratories at the PC HEIs will be launched. A team composed of experts in information technology from the partner institutions and teachers who plan to integrate online technologies into their laboratory exercises will examine specific needs and opportunities of these laboratories, propose methodological, hardware and software solutions for such integration and monitor the realisation of the pilot projects. In the realization of this activity equipment purchased from the project budget will be used.
4.4	Preliminary analysis of performance indicators	June 2020	Ongoing activity	Serbia, Albania	This activity is focused on defining the methodology that will be used in the analysis of performance indicators of new teaching and learning methods introduced within activities 4.1-4.3, and then, a preliminary analysis of performance indicators will be conducted and the results of the analysis will be published in the form of a report.