



# **Quality Assurance report**

Period from

November 14<sup>th</sup>, 2018-May 14<sup>th</sup>, 2019

July, 2019



<b>Project acronym:</b>	<b>TeComp</b>
<b>Project full title:</b>	<b>Strengthening Teaching Competences in Higher Education in Natural and Mathematical Sciences</b>
<b>Project No:</b>	598434-EPP-1-2018-1-RS-EPPKA2-CBHE-JP
<b>Number of grant contracts</b>	2018-2467/001-001
<b>Web address of project</b>	<a href="http://www.tecomp.ni.ac.rs">www.tecomp.ni.ac.rs</a>
<b>Funding Scheme:</b>	Erasmus+
<b>Coordinator Institution:</b>	University of Nis
<b>Coordinator:</b>	Prof. dr Jelena Ignjatović
<b>Project duration:</b>	15.11.2018. – 14.11.2022
<b>Work package:</b>	WP5 – Quality assurance and monitoring
<b>Lead organization of WP5:</b>	University of Korce
<b>Version of the document:</b>	second
<b>Status:</b>	Final
<b>Dissemination level:</b>	Institutional, Internal

## Introduction

TeComp project has set a clear goal to enhance the quality of teaching and learning at university level, in partner countries (PC), Serbia and Albania especially in the field of natural and mathematical sciences by transferring the experience of European HEI-s.

Project activities started with the kick-off meeting from 15<sup>th</sup> -17<sup>th</sup> January 2019. A Quality Assurance and Monitoring board was established during the meeting comprising 7 members:

1. dr Zorana Jančić, University of Niš, Serbia
2. dr Aleksandar Nastić, University of Niš, Serbia
3. dr Nebojša Jasnić, University of Belgrade, Serbia
4. Prof. dr Zorana Lužanin, University of Novi Sad, Serbia
5. dr Slađana Dimitrijević, University of Kragujevac, Serbia
6. dr Romeo Mano, University Gjirokastra, Albania
7. Ardian Cerava, Fan S. Noli University Korçë, Albania

This report is aimed to ensure satisfactory progress of the project TeComp during the first milestone.

The objectives of the kick-off meeting were:

- ❖ to introduce to each other all the partners of the project,
- ❖ to develop a common understanding of the project objectives, activities and expected results comply with the project description,
- ❖ to discuss into details the action plan for the following period,
- ❖ to clarify project management and administrative procedures,
- ❖ to precisely define the content of surveys for performing a detailed, quantitative analysis of the current state of teaching and learning at each PC institution, particularly focused on a level of teaching staff skill set for the use of pedagogical and methodological approaches and modern educational technologies.

The kick-off meeting was organized as a three-day event. The first day consisted of the welcome words and presentations given by representatives of the coordinating institution (University of Niš).

## KICK-OFF MEETING AGENDA

Main Building, Univerzitetski trg 2, Niš

January 15<sup>th</sup> -17<sup>th</sup>, 2019

### Tuesday, January 15<sup>th</sup>, 2019

09.30-10.30	<b>Registration</b>
10.30-11.00	<b>Opening Ceremony (GREAT HALL)</b> <b>Zoran Nikolić</b> , Advisor to the Rector, University of Niš <b>Jelena Ignjatović</b> , General project manager
11.00-11.45	<b>Jelena Ignjatović</b> , General project manager, University of Niš <i>TeComp overview: Work packages, activities, project management and action plan</i>
11.45-12.15	<b>Coffee break</b>
12.15-12.45	<b>Miroslav Ćirić</b> , Financial manager, University of Niš <i>Financial management</i>
12.45-13.15	<b>Saša Nikolić</b> , Financial manager, University of Niš <i>Financial reporting</i>
13.15-14.30	<b>Lunch break</b>
14.30-15.00	<b>Aleksandra Zarubica</b> , Professor, University of Niš <i>University of Niš, Faculty of Sciences and Mathematics: Organisation, programs and activities</i>
15:00-15.30	<b>Jelena Petrović</b> , Assistant Professor, University of Niš (TBA)
15:30-16.00	<b>Ivana Micić</b> , Assistant Professor, University of Niš <b>Zorana Jančić</b> , Assistant Professor, University of Niš <i>New technologies in teaching and learning</i>
16.00-16.30	<b>Ivan Jocić</b> , IT Specialist, University of Niš <i>Presentation of the project web site and project management application</i>
19.30	<b>Dinner</b>

The second day was intended for short presentations of all partner institutions given by their representatives and for a Central Management Team meeting. The round table discussion was organized on the third day.

Wednesday, January 16th, 2019	
09.00-9.30	<b>Siniša Đurašević</b> , Project manager, University of Belgrade <i>University of Belgrade (TBA)</i>
9.30-10.00	<b>Andreja Tepavčević</b> , Project manager, University of Novi Sad <i>University of Novi Sad (TBA)</i>
10.00-10.30	<b>Srećko Trifunović</b> , Project manager, University of Kragujevac <i>University of Kragujevac (TBA)</i>
10.30-11.00	University of Gjirokastra <i>University of Gjirokastra (TBA)</i>
11.00-11.30	<b>Coffee break</b>
11.30-12.00	University of Korce <i>University of Korce (TBA)</i>
12.00-12.30	<b>Luis J. Rodríguez-Muñiz</b> , Project manager, University of Oviedo <b>Laura Muñiz-Rodríguez</b> , University of Oviedo <i>Initial and continuous teacher training in the University of Oviedo</i>
12.30-13.00	<b>Vladimir Janis</b> , Project manager, University of Banská Bystrica <i>University of Banská Bystrica (TBA)</i>
13.00-13.30	<b>Martin Valcke</b> , Project manager, Ghent University <i>Ghent University (TBA)</i>
13.30-15.00	<b>Lunch break</b>
15.00-15.30	<b>Antonio Moreno Verdejo</b> , Contact person, University of Granada <i>University of Granada (TBA)</i>
15.30-16.00	<b>Irina Perfiljeva</b> , Project manager, University of Ostrava <i>University of Ostrava (TBA)</i>
16.30-17.00	<b>Coffee break</b>
17.00-18.00	<b>CMT Meeting</b>
19.30	<b>Dinner</b>
Thursday, January 17 <sup>th</sup> , 2019	
09.30-10.30	<b>Round table (Discussion on activities and conclusions)</b>

## The list of attendees

The list of attendees is presented below.

	Name and surname	Email address	University
1.	Jelena Ignjatović	jekaignjatovic73@gmail.com	University of Niš, Serbia
2.	Miroslav Ćirić	miroslav.ciric@pmf.edu.rs	University of Niš, Serbia

3.	Aleksandra Zarubica	zarubica2000@yahoo.com	University of Niš, Serbia
4.	Saša S. Nikolić	sasa.s.nikolic@elfak.ni.ac.rs	University of Niš, Serbia
5.	Jelena Petrović	jelena.petrovic@filfak.ni.ac.rs	University of Niš, Serbia
6.	Ivana Micić	ivanajancic84@gmail.com	University of Niš, Serbia
7.	Zorana Jančić	zoranajancic329@gmail.com	University of Niš, Serbia
8.	Vesna Veličković	vesna@pmf.ni.ac.rs	University of Niš, Serbia
9.	Ivan Stanković	ivanstankovic76@gmail.com	University of Niš, Serbia
10.	Ivan Jocić	iki.jocic@gmail.com	University of Niš, Serbia
11.	Danica Nikolić Vesković	danican@pmf.ni.ac.rs	University of Niš, Serbia
12.	Zoran Stanković	zoran.stankovic@filfak.ni.ac.rs	University of Niš, Serbia
13.	Marija Jovanović	marija.jovanovic@filfak.ni.ac.rs	University of Niš, Serbia
14.	Jelisaveta Todorović	jelisaveta.todorovic@filfak.ni.ac.rs	University of Niš, Serbia
15.	Gordana Đigić	gordana.djigic@filfak.ni.ac.rs	University of Niš, Serbia
16.	Biljana Mišić-Ilić	biljana.misic.ilic@filfak.ni.ac.rs	University of Niš, Serbia
17.	Zoran Nikolic	zoran.nikolic@ni.ac.rs	University of Niš, Serbia
18.	Siniša Đurašević	sine@bio.bg.ac.rs	University of Belgrade, Serbia
19.	Nebojša Jasnić	jasnicn@bio.bg.ac.rs	University of Belgrade, Serbia
20.	Andreja Tepavčević	andreja@dmi.uns.ac.rs	University of Novi Sad, Serbia
21.	Zorana Lužanin	zorana.luzanin@dmi.uns.ac.rs	University of Novi Sad, Serbia
22.	Đurica Salamon	djurica.salamon@dmi.uns.ac.rs	University of Novi Sad, Serbia
23.	Srećko Trifunović	srecko@kg.ac.rs	University of Kragujevac, Serbia
24.	Sladjana Dimitrijević	sladjana_dimitrijevic@kg.ac.rs	University of Kragujevac, Serbia
25.	Romeo Mano	manoromeo2002@yahoo.com	Eqrem Çabej University Gjirokastër, Albania
26.	Luiz Seiti	luizseiti@yahoo.com	Eqrem Çabej University Gjirokastër, Albania
27.	Lorenc Ekonomi	lorencekonomi@yahoo.co.uk	Fan S. Noli University Korçë, Albania
28.	Ardian Cerava	acerava@gmail.com	Fan S. Noli University Korçë, Albania
29.	Luis Jose Rodríguez Muñiz	luisj@uniovi.es	University of Oviedo, Spain
30.	Laura Muñiz-Rodríguez	munizlaura@uniovi.es	University of Oviedo, Spain

31.	Vladimir Janiš	vladimir.janis@umb.sk	Matej Bel University in Banska Bystrica, Slovakia
32.	Romana Schubertova	romana.schubertova@umb.sk	Matej Bel University in Banska Bystrica, Slovakia
33.	Martin Valcke	martin.valcke@ugent.be	Ghent University, Belgium
34.	Annelies Vanderbeke	annelies.vanderbeke@ugent.be	Ghent University, Belgium
35.	María C. Cañadas Santiago	mconsu@ugr.es	University of Granada, Spain
36.	Antonio Moreno Verdejo	amverdejo@ugr.es	University of Granada, Spain
37.	Irina Perfilieva	Irina.Perfilieva@osu.cz	University of Ostrava, Czech Republic
38.	Petra Murinova	petra.murinova@osu.cz	University of Ostrava, Czech Republic

During the kick-off meeting, all preliminary suggestions on the analysis of the current state of teaching and learning at the PC HIEs are discussed.



Project partners discussed the draft version of questionnaires for students and teachers, in analysis of ongoing study programs and teaching methods and tools as well as in using modern technologies in teaching and learning. The separate surveys were planned to be performed for analyses the level of PPM knowledge/skills of teachers and students as well as for analyses the current state of technology enhanced T&L. However, all partners believed that these two

areas are interwoven in modern teaching and form a unique entirety, so it was agreed to make unified surveys.

As a closure, the partners from Serbia and Albania considered a preliminary list of equipment to be purchased (provided in the project application), as well as potential changes in equipment specification.

After the discussion, a preliminary agreement was adopted and all the partners agreed that all necessary documents would be uploaded to the project website at a later date and delivered to all the partners via sharable drive folder.







All Partnership agreements were prepared by the coordinator institution and signed by all the consortium members before the February 2019.

The provisory equipment specification given in the project application as the need of the PC universities, was revised by TeComp team members (IT experts from each partner institution) and discussed at the kick-off meeting (January 2019). This work started simultaneously with comparative analysis and identification of needs in WP1.

After this, the Grant holders meeting was held in Brussels, from January 28<sup>th</sup> to the 30<sup>th</sup>.





The final decision about the purchase of equipment were made at the partners meeting in Oviedo (March 2019).

The equipment and other materials which have been made possible through tendering with TeComp project funds enabled the project team members to successfully work towards the



project objectives. The equipment was selected following two basic objectives:

- Formation of learning spaces for conducting and developing online lectures with students and for staff training purposes.
- Providing the necessary infrastructure for the project team activities on the framework of the TeComp project.

The ongoing period of the project requires the commitment of its staff in the training, preparation and daily collection of materials needed for the development of online lectures according to the best practices of European universities project partners on the TeComp.

Separate tender procedures for the Serbian and Albanian partner institutions have been carried out. University of Niš carried out two public tender procedures for the procurement of the electronic equipment. The first was joint tender procedure for procurement of the electronic equipment for all four Serbian universities (there were 4 lots). Preparation activities and tender procedures started in March 2019.

A national joint procedure for the procurement of the electronic equipment still is not carried out by the Gjirokaster University.

There have been some time shifts in project implementation in relation to the period that was foreseen for certain activities in the project plan.



Nevertheless, communication between the consortium members, started from the very beginning of the project. All the activities of WP1 (Preparation) were fulfilled with 3-month shift in the realisation of each caused by Kick-off meeting delay and because some consortium members were simultaneously engaged in other activities due to high level of expertise.



Visits of the representatives of PC HE institutions to UNIOVI, UMB and UO was organised and finished a little after the first 6 months of the project duration, until 20<sup>th</sup> of May 2019.



In order to save money, trips to Ostrava and Banska Bistrica were connected, and representatives of all partner institutions fulfilled their obligations and were participated the trips. During the visits, the hosts presented their experiences in using new PPM methods in higher education.

## The quality of performed activities

All members of the QAMB from each University gave their assessment of the achieved deliverables in this period of time.

## UNI

Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2 Author(s)  
responsible for the deliverable:

QAMB reviewer(s): Zorana Jančić

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	The deliverables are completely comparable with the overall objectives for all WP	More active participation of the partners.
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement			To be more rigorous in communication	
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

Each member of QAMB need to sign the form.



## UNI


### Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2

Author(s) responsible for the deliverable:

QAMB reviewer(s): Aleksandar Nastić

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	The deliverables are specify for TeComp project with no sourced indicated.	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement				
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

Each member of QAMB need to sign the form.



## UB

### Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2

Author(s) responsible for the deliverable:

QAMB reviewer(s): Nebojša Jasnić

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement				
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

Each member of QAMB need to sign the form

*Jacint Heđjura*

## UNS

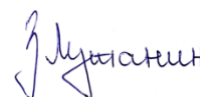
### Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2

Author(s) responsible for the deliverable:

QAMB reviewer(s): Zorana Lužanin

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	The deliverables are specify for TeComp project with no sourced indicated.	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement				
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

Each member of QAMB need to sign the form.





## UNIKG

### Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2

Author(s) responsible for the deliverable:

QAMB reviewer(s): Slađana Dimitrijević

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
6. Adequacy of written language	Level of written English	● excellent <input type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement			This version should not be approved as a final one.	
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

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*Slađana Dimitrijević*

## ECUG

**Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2** Author(s)  
responsible for the deliverable:  
QAMB reviewer(s): Romeo Mano

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement			/	/
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
Deadline for submission of amended version of the deliverables: June 30 <sup>th</sup> , 2019				

Each member of QAMB need to sign the form.



## UNIKO

### Quality Assurance Check List for Review of Deliverable: Activities 1.1, 1.2, 5.1, 7.1, 7.2

Author(s) responsible for the deliverable:

QAMB reviewer(s): Ardian Cerava

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of TeComp	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP Objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the Application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially	/	/
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	/	/
6. Adequacy of written language	Level of written English	<input type="checkbox"/> excellent <input checked="" type="checkbox"/> adequate <input type="checkbox"/> poor	/	/
Overall assessment and suggestions for improvement				
Date of Quality Assurance performed by QAMB reviewers: July 12 <sup>th</sup> , 2019				
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SWOT analysis	Quantification of assessment
S - Strengths	+++ - highly significant
W -Weaknesses	++ - moderately significant
O - Opportunities	+ - slightly significant
T – Threats	0 - without significance

### Suggestions for improvement and planned measures

Strengths	Quantification of assessment
Continuous analysis of work and achieved results.	+++
Cooperation of partners.	+++
Weaknesses	Quantification of assessment
Availability of relevant information about the project (some information are missing).	+
Differences in tender procedures in Serbia and Albania.	+++
Opportunities	Quantification of assessment
Changes in the provisory equipment specification, given in the project application, were made by TeComp team members (IT experts from each partner institution) in order to full field partner's needs.	+++
Permanently work on improving the quality of work on project activities.	+++
Expand the team working on the project if necessary.	++
Shifts in the projects timetable.	++
Threats	Quantification of assessment
Long and complex tender procedures.	+

1. Finishing WP1.
2. Monitoring of tender procedures in Serbia and Albania.
3. Regularly organize LCM and CMT meetings to coordinate activities and summarise results.

## SUMMARY OF THE DELIVERABLES OF THE ACTIVITY 1.1

Title	Report on the level of PPM knowledge/skills of university newly hired teachers at the PC HIEs	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> <b>Report</b> <input type="checkbox"/> Service/Product
<b>Achieved goals</b>	The evaluation of students and professors at all Serbian and Albanian universities on the state of the current state of teaching and learning was delivered and finished. Reports on the performed analysis are in the preparation phase.	
<b>Conclusion</b>	Aims are partially achieved.	
<b>Sustainability</b>	The quantitative analysis focused on the level of education of the young university teachers in pedagogy and methodology will be a basis for the improving teaching competences of young university teachers.	

## SUMMARY OF THE DELIVERABLES OF THE ACTIVITY 1.2

Title	Report on the level of PPM knowledge/skills of university newly hired teachers at the PC HIEs	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> <b>Report</b> <input type="checkbox"/> Service/Product
<b>Achieved goals</b>	The evaluation of students and professors at all Serbian and Albanian universities on the use of modern technologies in teaching and learning was undertaken and visits to the PC universities gave the real picture of technical infrastructure and existing laboratory equipment. Reports on the performed analysis are in the preparation phase.	
<b>Conclusion</b>	Aims are partially achieved.	
<b>Sustainability</b>	Reports on the current state and trends of technology enhanced learning in partner countries will present the state of technology enhanced education based on collected data.	

## SUMMARY OF THE TASK 2.1

Title		Universities equipped with technology-enhanced learning spaces	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input type="checkbox"/> Report <input checked="" type="checkbox"/> Service/Product	
Achieved goals	<p>For Serbian and Albanian universities appropriate equipment for educational purposes was purchased. This resulted with upgraded technical infrastructure and laboratory equipment, and enabled technology-enhanced learning spaces.</p> <p>Total numbers are:</p> <ul style="list-style-type: none"> <li>• 4 video conference rooms were installed,</li> <li>• 9 experimental science laboratories were quipped,</li> <li>• 6 computer science laboratories were quipped,</li> <li>• 12 classrooms were equipped.</li> </ul>		
Conclusion	Aims are c partially achieved.		
Sustainability	Purchased equipment ensures long term sustainability of achieved project results.		

## SUMMARY OF THE TASK 5.1

Title		Quality Assurance and Monitoring Board (QAMB)	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input checked="" type="checkbox"/> Report <input checked="" type="checkbox"/> Service/Product	
Achieved goals	<p>A Quality Assurance and Monitoring Board (QAMB) comprising 7 members, one from each PC and two from the coordination institution is established at the first kick-off meeting at UNI. It will be responsible for monitoring project performance, against the set of key performance indicators. UNIKO is the leading partner institution for this WP that will organise for qualitative reviews to be conducted to ensure satisfactory progress based on internal QA reports submitted to the QAMB and UNIKO.</p>		
Conclusion	Aims are partially achieved.		
Sustainability	Quality reports will be disseminated to ensure the sustainability of the project results.		



## SUMMARY OF THE TASK 7.1

Title	PMBs set up and agreement signed	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input type="checkbox"/> Report <input checked="" type="checkbox"/> Service/Product
Achieved goals	Two project management bodies (project management body - PMB) are constituted: Central Management Team (CMT) and Local Coordinating Team (LCT). A kick-off meeting was organized at the coordinator institution, UNI, with the participation of representatives of all partner institutions. At the kick-off meeting a partnership agreement, which regulates the relationship among the consortium partners is discussed and signed until the end of February 2019. Quality Assurance and Monitoring Board (QAMB) is set up, as well.	
Conclusion	Aims are completely achieved.	
Sustainability	The partnership agreements precisely define all the rules and obligations that must be respected by all the eligible partner institutions.	

## SUMMARY OF THE TASK 7.2

Title	Kick-off meeting and meetings of the CMT organized	
Type	<input type="checkbox"/> Teaching material <input type="checkbox"/> Learning material <input type="checkbox"/> Training material	<input type="checkbox"/> Event <input type="checkbox"/> Report <input checked="" type="checkbox"/> Service/Product
Achieved goals	Kick-off meeting is successfully organised at the coordination institution, and all important tasks for the realization of the first project activities are discussed and adopted.	
Conclusion	Aims are completely achieved.	
Sustainability	CMT meetings are planned to be held at regular intervals of 8 months. All results must be adopted by the consensus of all its members.	



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