



Co-funded by the
Erasmus+ Programme
of the European Union

iPEN project

Work Package 3 (Quality Assurance)

Leader: Katerina Zourou, Web2Learn, Greece

Deliverable: D3.1 Task distribution and assessment forms; data collection and quality monitoring

Table of Contents

<i>Overview</i>	2
<i>The QA framework</i>	2
<i>Deliverables and their link to WP3</i>	2

Timestamp

Version	Author/s and action	Date
v. 1	Katerina Zourou, first draft	April 5, 2018
v.2	Kostas Petridis, review	April 16,2018
v. 3	Katerina Zourou, final version	April 24, 20118

Overview

The objectives of the Quality assurance work package are the following:

- A) aid the consortium in achieving good quality results and outcomes in line with the project proposal
- B) provide procedures and tools to involve the target groups in shaping project activities according to real needs
- C) provide well-supported and transparent evidence to the Commission with regards to quality achievements of the project.
- D) Through online meetings and written communication keep the project team on track regarding quality processes and outcomes

The coordinator and WP5 leader have the skills and experience to manage unpredicted situations affecting quality assurance and deal with them effectively., due to long experience in international and European cooperation projects.

Components of the project on which WP3 will focus are:

- The effectiveness of the academic training (see workpackage #1)
- The quality of the produced educational material (based on internal and external stakeholders' feedback)
- The quality of the online platform which will support the delivery of the curricula (grounded on criteria such as user experience/user-friendliness; quality of content; modalities of delivery and interaction/communication tools; digital assessment; digital monitoring of student progress-learning analytics).
- The effectiveness of the teaching / training of iPEN students in the various techniques
- The assessment of the quality of the implemented Intensive Courses
- The sustainability of the curricula and integration on the participating HEIs' course offer
- The impact on curricula professional careers of staff and students (better employment opportunities for students; better qualifications for staff).

The QA framework

This section is about the development of the QA approach to match project objectives and definition of tools to gather evidence.

We can summarize the framework related tasks as follows:

1. Establishment of quality control principles, development of assessment forms, launch of quality control processes
 - a. Task distribution and delivery of assessment forms (deliverable 3.1)
2. Innovation audit (deliverable 3.2)

In the table below are listed project deliverables, then the action to be taken by WP leader plus indicative tool for data collection.

In green are actions which will be carried out within WP3, in black are quality assurance actions which will be undertaken by iPEN partners.

Deliverables and their link to WP3

WP1 Preparation		
1.1. Offline and Online Questionnaire for the Photonic Processes & Tools employed in Nanotechnology	No action required by the QA leader. The external evaluator may wish to assess quality of the deliverables and the reply rate to the surveys (perhaps a bit low)	
1.2. Report on the findings of Outcome 1.1		
1.3. Survey for the identification of the missing soft skills from today's nanotechnologists		
1.4. Report on the findings of Outcome 1.3		
1.5. Survey for the identification of the laboratory skills from our scholars / scientists		
1.6. Report on the findings of Outcome 1.5		
1.7. Survey for the identification of the teaching capacity of our scholars and the impact of good teaching		
1.8. Report on the findings of Outcome 1.7		
1.9. Summary Report		
WP2 Creation of modules based on the identified gaps		
2. Development of Modules in Photonic Processes, Techniques and Sources	A dedicated deliverable (D2.11) is designed to assist iPEN designers to assess their modules. Therefore WP2 leader, as responsible for D2.11, will provide the methodology to iPEN designers. WP3 leader can support WP2 leader in the design of the evaluation tools of D2.11 if WP2 wishes.	
2.1. Construction of Modules in Soft Skills Development	Same as above	
2.2. Building Teachers Pedagogical & ICT Literacy	A proper evaluation will be set up by the WP3 leader	
2.3. Building Students ICT Literacy for Educational Purposes	A proper evaluation will be set up by the WP3 leader	
2.4. Video Lectures on Photonics Based on Processes, Techniques and Sources	No need for specific evaluation as video lectures are part of modules	
2.5. Lab Demos	Same as 2.4	
2.6. Video Lectures on the development of Soft Skills	Same as 2.4	
2.7. Video lectures supporting the teaching & ICT development of scholars and the ICT literacy of students for educational purposes	Same as 2.4	
2.8. The Educational Platform	A proper evaluation will be set up by the WP3 leader	
2.9. The Organization of Intensive Courses	A proper evaluation will be set up by the WP3 leader Data collection tools can be inspired by the ELBYSIER IP survey plus post-IP survey after 3M	
2.10. Reporting the impact of the Intensive Courses into participants: students, scholars and professionals		
2.11. Evaluation of iPEN modules from their stakeholders		
2.12. Pilot Phase of the selected number of iPEN modules		

2.13.	Homogeniation of Israeli Higher Educational System with the European Higher Education Policies		
3. Quality Assurance of the iPEN Outputs and Management			
3.1.	Task distribution and assessment forms; data collection and quality monitoring		
3.2.	Innovation audit		
4. Dissemination & Exploitation of results, sustainability measures and intellectual Property Rights (IPR) management			
4.1.	Dissemination & Exploitation Plan	If WP4 leader wishes, WP3 leader can assist with preparation of e-form for partners' input of regular Dissemination activities.	
4.2.	Project Website		
4.3.	Project Webpages		
4.4.	Social Media		
4.5.	E- Newsletter		
4.6.	Dissemination Materials: Project flier, Posters and Banners		
4.7.	Presentations & Publications in Seminars, Meetings, Intensive Courses, Industrial Fairs		
4.8.	The sign of International Mobility for staff, teacher and student exchanges on the frame of the KA1 calls between European Partners and Israeli Partners		
4.9.	The organization of an Erasmus Week in Good Teaching methods & Photonics, Nanotechnologies in Crete		
5. iPEN Management & Management Teams			
5.1.	Project Manual		
5.2.	iPEN Consortium Agreement		
5.3.			
5.4.	Internal Progress & Financial Reports	WP3 leader can provide an e-evaluation form to iPEN partners which will assess group performance, project coordination and collaboration environment.	
5.5.	Middle Term & Final Reports to the Agency		
5.6.	External Audit Report		
5.7.	Face to Face Meetings & Deliverables		

Table 1: project deliverables. In green is indicated specific action within WP3.