



SEM-SEM



Smart Control Systems for Energy Management

Erasmus + #: 561703-EPP-1-2015-1-UK-EPPKA2-CBHE-JP

Quality Assurance Report

4th Semester

(15th April 2017 – 14th October 2017)



Project Acronym:	SEM-SEM
Full Project Title:	Smart Control Systems for Energy Management
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Project Coordinator:	STAFFORDSHIRE UNIVERSITY (SU)
Project Quality Coordinator:	Eurotraining

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Work Package Leader	EUROTraining
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1. Introduction – Purpose of this Document

Monitoring and Quality Control is an integrated process to the implementation of every successful project, as it is necessary in order to ensure and improve the quality of its respective activities and results. In SEM SEM, the quality assurance is continuous, thus implemented throughout the project's lifetime.

In this framework, the Quality Assurance Report for the 4th semester summarizes the results of the evaluation process that was implemented during this period of the project, based on the established Quality Assurance Plan. It includes evaluation results on the progress of project implementation as reported by all partners, as well as the evaluation of the:

- Training in IST (26th to 28th of April 2017),
- 3rd Project Meeting held in Lisbon (28th of April 2017),
- Training in AASTMT, implemented by Eurotraining (17th to 19th of July 2017),
- Training in UNIOVI (10th to 14th of July 2017)
- Training in HU, implemented by UCY (26th to 28th of September 2017)
- Training in MU, implemented by UCY (10th of October 2017).

2. Monitoring Results of General Aspects of Project Implementation

In this section of the Quality and Monitoring Rubric, all partners, regardless if they led a WP or not, were asked to evaluate some general aspects of the implementation process so far. Questions referred to the following categories:

- Progress and Direction
- Management and Communication
- Team and Roles
- Lessons Learned
- Opportunities and Risks
- Difficulties and Challenges



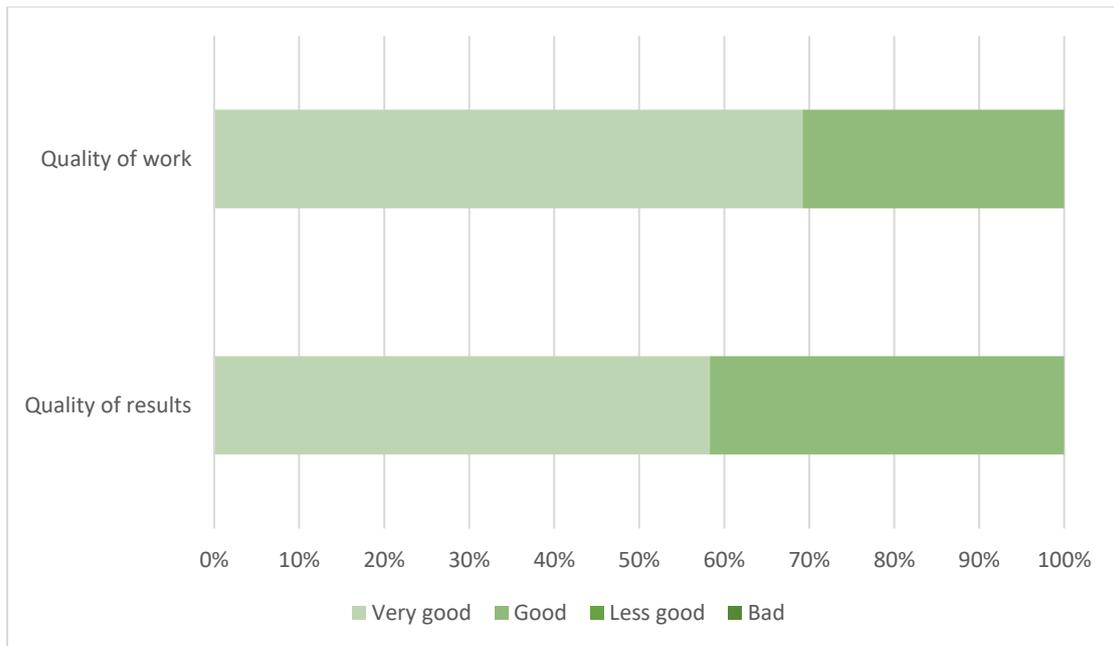
The results of the internal evaluation of these aspects for the fourth semester of the project are analysed in the next chapters. *It should be highlighted that even though detailed Quality and Monitoring Rubrics have been gathered by all partners of the project, it was decided that this report's objective is to refer only to the most significant aspects of the evaluation that will ensure its substantiality and provide the appropriate feedback for improving the project's progress and results. All relevant evaluation documentation is available to Eurotraining, as leader of WP12: Monitoring and Quality Control.*

2.1 Progress and Direction

In that part of the evaluation process, partners expressed their opinions about the progress of the project implementation.

It should be noted that the only deviation that was reported was that both MU and AASTMT had submitted the relevant documentation for accreditation about a year earlier, as they had prepared their documents for submission during the first year. The procedure took longer time for AASTMT rather than MU, as there are some differences in between the programmes structure, even though the same course contents are used in both cases.

Partners were asked to evaluate different aspects of the progress and direction of the project's implementation, such as the quality of the project's results so far, and the quality of the work carried out by the team.

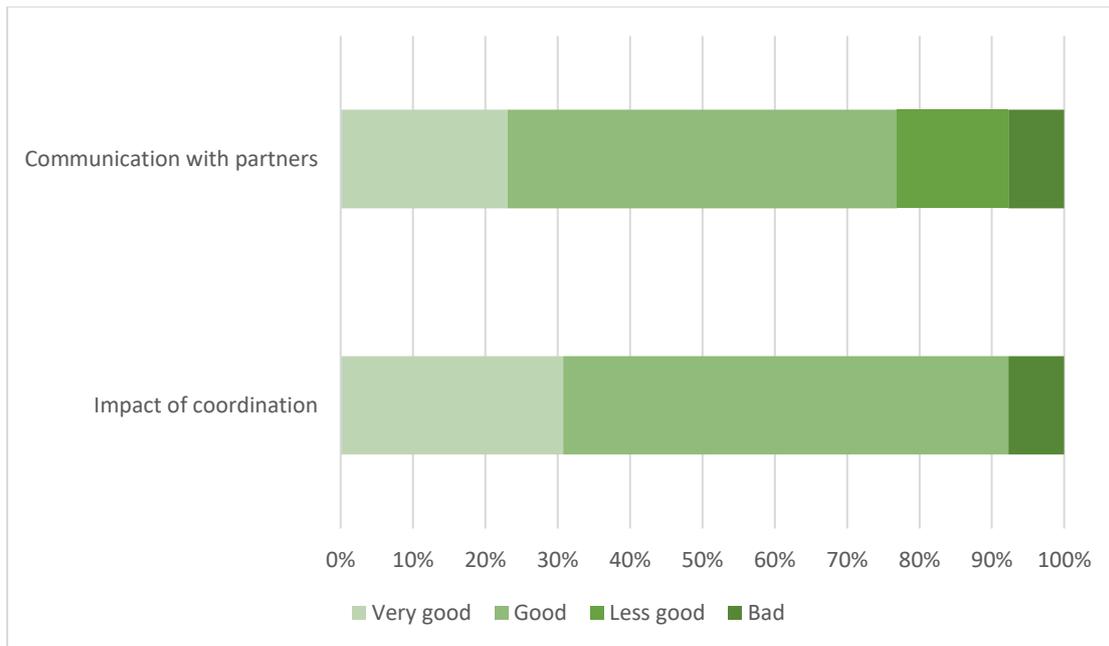


Note: Not all partners responded to all questions.

As results indicate, all partners were, more or less, satisfied by the quality of both the work and the produced results so far. The partnership should have in mind that high quality in all aspects of the project is a priority, in order to ensure sustainability and transnationality.

2.2 Management and Communication

This section of the evaluation process included questions regarding the management of the project activities as well as communication among the partnership. In particular, regarding the impact that coordination of the project had on their ability to deliver their tasks, as well as the quality of communication among the partnership, partners responded the following:

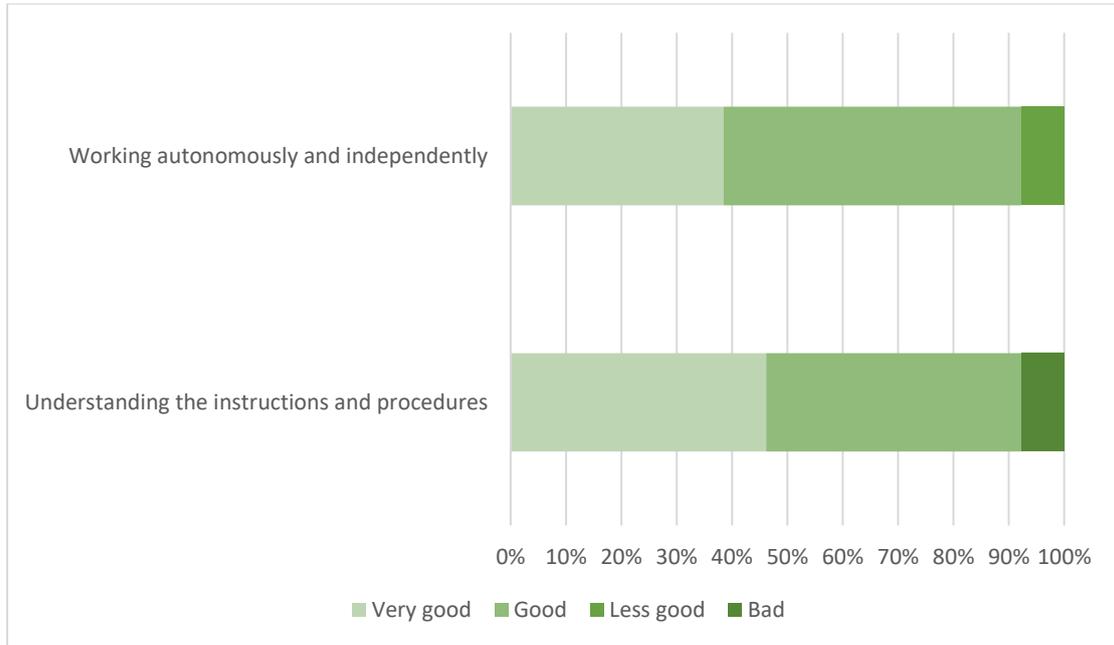


Partners seem have serious reservation for both these important aspects of the project's implementation. Regarding the impact of coordination, there were partners who felt disappointed by the process followed, commenting that *"Very long delays caused chaos in the implementation of the project's WPs"* and that *"The global coordination of the project was extremely involved but in the steering committee discussions the message to the partners was not very clear"*. Almost the same applies for communication among the partnership, were the following comments were made and support was asked: *"Response to my emails"*, *"Setting up a schedule for regular communication, for example by arranging Skype meetings"*, and *"More face to face meetings"*.

These concerns may be due to the large size of the partnership, as well as different ways and approaches of work, but still the coordinator, in cooperation with the whole partnership, should find an efficient solution to these issues, as it is likely that if no action is taken, the overall implementation of the project could be affected.

2.3 Team and Roles

In this section of the evaluation, respondents were asked to evaluate, among other things, partners' ability to understand the instructions and procedure, and work autonomously and independently.



As the graph indicates, most partners were satisfied by the autonomous and independent work carried out, as well as the understanding of the established processes and instructions. These results may contradict, at some level, those of the previous section regarding communication among the partnership, thus expressing that even though not everyone was satisfied by communication procedures and channels, this did not affect their ability to implement their tasks in the framework of the project.

Partners were, also, asked to report on what worked and didn't work well during this semester:

What worked well	What didn't work well
<i>Cooperation in training organization and a good interaction between all participating institutions.</i>	Budget flow
<i>Exchange experience</i>	<i>Financial Management and the delay in transferring the money</i>
<i>Team Work</i>	<i>Some partners are suffering from delays Task 5.4 and 5.5</i>
<i>Development of the courses and training workshops</i>	<i>The roles and responsibilities were not very clear from the start</i>
<i>Communication</i>	<i>The other partners are not interested in the project and are not willing to work</i>



<i>The progress in tasks 5.3, 5.4 and 5.5 are very good</i>	<i>Communication among partners and reaching out to trainings'/workshops' participants</i>
<i>The good cooperation between the partners, the constant support and the flexibility to adjust procedures when necessary</i>	
<i>AASMTs willingness to take initiatives helped significantly in reducing the confusion among the partners</i>	
<i>The online coordination meeting when requested</i>	
<i>The partners were pretty fixable and cooperative</i> <i>The overwhelming feedback of the industrial sectors and governmental representative on JOR and EG</i>	
<i>Partners were able to get a better perspective during the on-site visit of Alexseeds and pinpoint industrial needs that can be met by the project</i>	
<i>Some partners were trying to help by encouraging other partners to fill in the required evaluation forms and by forwarding relevant e-mails</i>	

2.4 Lessons Learned

Regarding any knowledge that partners acquired at a personal or organisation level, through their involvement to SEM SEM, the following responses were received:

Personal level	<ul style="list-style-type: none"> - <i>Developing new programs</i> - <i>Very valuable information about the commercialization of scientific research results were presented in Staffordshire training</i> - <i>Building capacity, setting up the master program</i> - <i>Team Work</i> - <i>training workshops and the visits of EU partners to MENA</i> - <i>The extremely high qualification of Egypt and Jordan partners</i> - <i>Partners from different cultures and countries can be handled and train to work in well-defined workplan</i>
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	<ul style="list-style-type: none"> - Different feedback for regional partner - More exposure to Egyptian universities was very interesting for further cooperation - People with no previous experience on EU projects may need further motivation to contribute to tasks that do not seem to directly affect them
Organizational level	<ul style="list-style-type: none"> - Best practice in energy management - New programs specially in RE field - We transferred this knowledge and procedures to our staff - Energy management - Courses developed - Capacity building for staff - The technical quality of the Egypt and Jordan members is very high and opened doors for future collaboration - Filter out partners that are not reliable - The experience in adapting the ECTS system in the proposed need MSC - New relations with Jordanian Universities - More exposure to Egyptian universities was very interesting for further cooperation - To clarify each partner's role and responsibilities from the very beginning of the project

2.5 Opportunities and Risks

On “What challenges did you face” and “Any changes you would suggest for the next part of the project?”, partners responded:

Challenges	Suggestions
<i>Receiving the training handout</i>	<i>Better budget flow</i>
<i>Accreditation of the program and payment</i>	<i>To ask EACEA to extend the project for 4-6 months</i>
<i>Maybe due to the large size of the partnership, communication issues have been faced</i>	<i>Evaluation of events to be held right after their end</i>
<i>Purchasing the equipment</i>	<i>Little fund transfer modifications to be more flexible</i>
<i>Keeping deadlines</i>	
<i>Survey report on exact training needs for the Egyptian industry and the services provided by training centers offering training in clean energy and environment is available from WP2</i>	

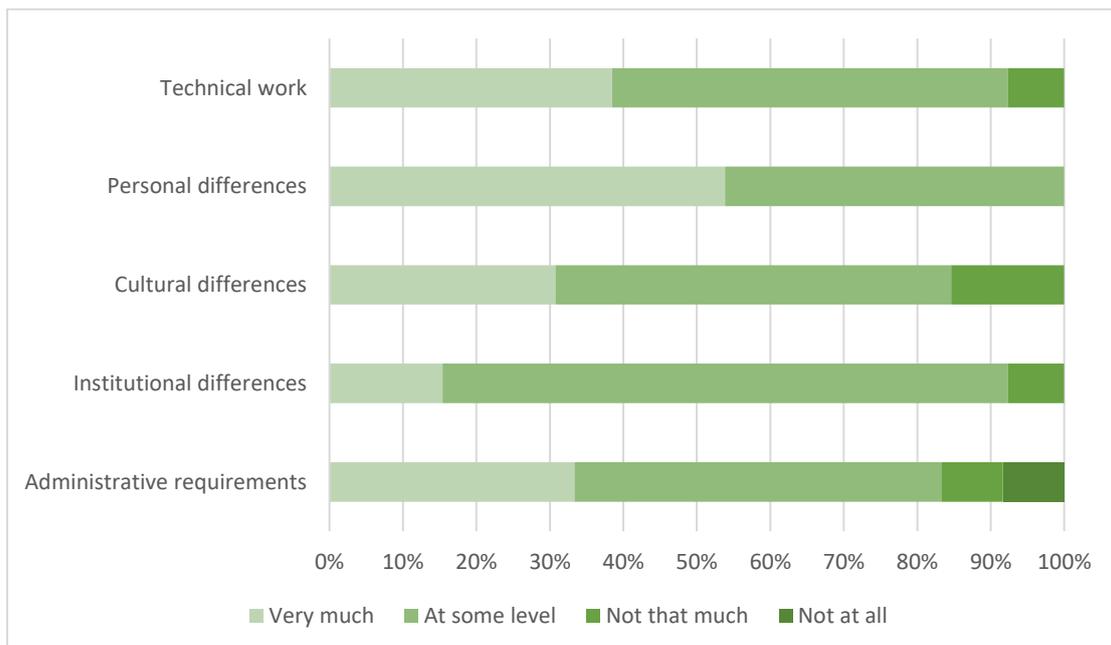


<i>The requirements for the trainings were not very clear</i>	
<i>Communication</i>	
<i>Delivering the reports early to avoid the governmental complications and time delays</i>	
<i>Reaching participants of trainings to fill in evaluation forms</i>	

As the above table indicates, partners reported different challenges that they faced during the fourth semester. However, only four partners were willing or able to propose changes and/or improvements for the next part of the project, showing that they either feel that these challenges have already been overcome, or that they do not know what would be an efficient solution for them.

2.6 Difficulties and Challenges

In the final part of this evaluation’s section, partners were asked to identify the roots of the difficulties and/or challenges they faced during the fourth semester of the project. Most of them were rooted in personal differences and the technical work needed to complete the foreseen tasks. It would be advisable for the partnership to look into the roots of difficulties and challenges, and, if needed, take any appropriate action to facilitate the implementation of the project’s activities.



Note: Not all partners responded to all questions.



3. Monitoring Results of Progress and WP Completion

According to the established quality assurance procedure, leaders of active WPs have to report on the progress of implementation. During the fourth semester, the following WPs were active:

- WP5: Development of manuals for training and labs (Leader: Staffordshire University)
- WP6: Training of EG and JOR teachers on the master courses (Leader: IST)
- WP8: Applying to Egyptian and Jordanian supreme council of universities for accreditation of the master programme (Leader: AASTMT)
- WP10: Dissemination of the project (Leader: AASTMT)
- WP11: Project sustainability (Leader: ALEXSEEDS)
- WP12: Monitoring and Quality Control (Leader: Eurotraining)
- WP13: Project Management (Leader: Staffordshire University)

3.1 Progress of WP5

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
5.1	Preparation of laboratories	30 %	14/08/2016	In Progress
5.2	Mounting of experimental rigs and lab development	40%	14/01/2017	In progress
5.3	Development of the training setup	0%	14/04/2017	N/A
5.4	Development of the training documentation	0%	14/04/2017	N/A
5.5	Development of e-learning training docs courses	60%	14/10/2017	In progress

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
5.1. Preparation of laboratories	Tenders and purchasing orders for EG	30%	2	ASU, AASTMT, NU and HU are working on preparing tenders for some of their equipment.
	Tenders and purchasing orders for JOR	0%	0	
5.2. Mounting of experimental rigs and lab development	Working equipment's with experiments booklets	40%	0	ASU received all of its equipment AASTMT, NU, HU received some of its equipment and mounted them
5.3. Development of training setup	Training for the operating staff	0%	0	N/A



5.4. Development of the training documentation	Booklets ad reports	0%	0	N/A
5.5. Development of the e-learning docs courses	Training courses materials	60%	0	All 5 course for training are developed but not uploaded on the e learning system yet

3.2 Progress of WP6

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
6.1	Attend advanced short courses in EU	100%	14/12/2016	July 2017
6.2	Training in Egypt and Jordan by EU staff	30%	14/11/2017	N/A

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
6.1. Attend advanced short courses in EU	Advanced Short course in UCY	100%	N/A	It was implemented on 6th to 10th of March 2017 at University of Cyprus in Cyprus.
	Advanced Short course in Lisbon	100%	N/A	It was implemented on 26th to 28th of April 2017 at Instituto Superior Technico in Lisbon.
	Advanced Short course in UNIOVI	100%	N/A	It was implemented from 10 to 14 July 2017.
6.2. Training in Egypt and Jordan by EU staff	Training in AASTMT (Egypt) by EUROTraining	100%	N/A	It was implemented on 17th to 19th of July 2017.
	Training in HU (Egypt) by UCY	100%	N/A	It was implemented on 26th to 28th of September 2017.
	Training in MU (Jordan) by UCY	100%	N/A	It was implemented on 10th of October 2017.

3.3 Progress of WP8

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
8.1	Preparing documentation for accreditation in EG with ECTS	80%	14/11/2017	1/8/2017
8.2	Preparing documentation for accreditation in JOR with ECTS	100%	14/11/2017	1/8/2016

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
8.1. Preparing documentation for accreditation in EG with ECTS	Delivering the report for accreditation application by AASTMT	100%		The report has been done and submitted
	Gaining the Accreditation from the Higher Educational Supreme Council	70%		The HESC of Egypt took long time to reply back and a visit will be conducted by the end



			of July 2018 for facility inspections
8.2. Preparing documentaiton for accreditation in JOR with ECTS	Delivering the report for accreditation application by MU	100%	The report has been done and submitted
	Gaining the Accreditation from the Higher Educational Supreme Council	100%	MU had been granted the accreditation

3.4 Progress of WP10

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
10.1	Advertising Campaign	35%	14/10/2018	
10.2	Workshops and conferences	30%	14/10/2018	

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
10.1. Advertising campaign	Advertising for EG industrial sectors	30%	N/A	The project was advertised during Higher Educational Cooperation Day in October 9th, 2017 In Jordan and the International Conference on Mechanical Engineering Sciences and Applications at Al-Tafila Technical University-Jordan, in October 8th -10th, 2017.
	Advertising for the JOR industrial sectors	40%	N/A	
10.2. Workshops and conferences	2 regional workshops in Egypt and Jordan	30%	N/A	
	1 final conference	N/A	N/A	

3.5 Progress of WP11

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
11.1	Strengthening relationships with the industry	~60%	14/10/2018	
11.2	Marketing of the programme to ensure sustainability	~60%	14/10/2018	

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
11.1. Strengthening relationships with the industry	Prepare the proper documentation for marketing of the programme	60%	N/A	The choice of performance indicator as preparing marketing documentation does not match well the WP outputs at this stage. However, major



				strengthening has been taking place especially after the on-site visit of the partners.
11.2. Marketing of the programme to ensure sustainability	Conducting marketing campaign	60%	N/A	Involved personnel were present from industry and academia to witness the on-site visit to Alexseeds and was a good chance to market the project on both industrially and academically.

3.6 Progress of WP12

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
12.1	Monitoring by Eurotraining on EG/JOR partners' management	~66%	14/10/2018	
12.2	Monitoring by Eurotraining on EU partners' management	~66%	14/10/2018	

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
12.1 Monitoring by Eurotraining on EG/JOR partners' management	Feedback surveys for trainings (16), workshops (2), meetings (4), conferences (2)	24%	6/25	Evaluation report of: <ul style="list-style-type: none"> – KOM, held in Cairo – 2nd PM, held in Amman – Workshop in Amman – Training in AASTMT by Eurotraining – Training in HU by UCY – Training in MU by UCY
	Semiannual reports (6)	~66%	4/6	Quality reports for the first, second, third, and fourth semesters
12.2 Monitoring by Eurotraining on EU partners' management	Feedback surveys for trainings (6), meeting (1)	57%	4/7	Evaluation report of: <ul style="list-style-type: none"> – Training in UCY – Training in IST – 3rd PM in Lisbon – Training in UNIOVI
	Semiannual reports (6)	~66%	4/6	Quality reports for the first, second, third, and fourth semesters

3.7 Progress of WP13

Deliverable n.	Deliverable title	% Achieved	Delivery date (according to application)	Actual delivery date
13.1	Regional and International Coordination Meetings	60%	14/10/2018	Till end of the project



13.2	EG/JOR Institutional Management	65%	14/10/2018	Till end of the project
13.3	Coordination Meetings with group leaders	65%	14/10/2018	Till end of the project

WP Outputs	Performance Indicators	% Achieved	Number reached so far	COMMENTS
13.1. Regional and International Coordination Meetings	The kick off meeting was held in Alexandria Egypt, January 2016. 2 nd meeting in Jordan, November 2016 3 rd meeting in Portugal, April 2017.	60%	3	Should continue till end of the project
13.2.EG/JOR Institutional Management				There are 2 sub-coordinators for the project (AASMTT-Egypt and JUST Jordan)
13.3. Coordination Meetings with group leaders	Online meetings and one to one meetings	N/A	N/A	Some group leaders meeting happened during the training and workshop events
Horizontal Project Management Indicators				
Effective and concerted project implementation	Timely signing the consortium agreement	100%		Most of the partners promptly responded and some had from some delays. It is planned to exchange the signed agreements documents during Jordan coordination meeting
	A minimum of two teleconferences will be organized	100%	7	Online meetings and one to one meetings have been organized
	No more than five adjustment decisions			Fund transfer schedule
External relations	Positive management board relationships	N/A	N/A	
	Exchanges with stakeholders through the platform and/or the social media	N/A	N/A	It is planned to the VOIP communication facilities and have a project presence in Research Gate. In addition to the project website.
Conflict resolution	No conflicts between partners			N/A
Risk management	Corrective measures applied			N/A

4. Evaluation of Project's Events and Activities

During the fourth semester of the project, the partnership organized one Project Meeting (in Lisbon, 28th of April 2017) and five Trainings:



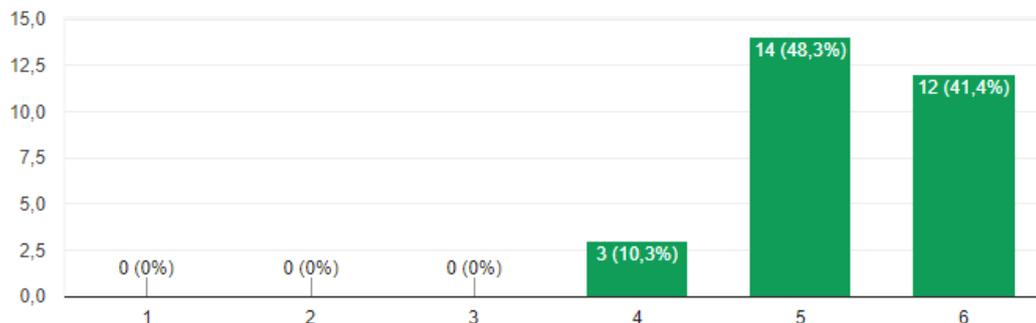
- In IST (26th to 28th of April 2017)
- In AASTMT by Eurotraining (17th to 19th of July 2017)
- In UNIOVI (10th to 14th of July 2017)
- In HU by UCY (26th to 28th of September 2017)
- In MU by UCY (10th of October 2017)

In the below pages, only some of the most significant aspects of these events' evaluation are presented, as a detailed presentation of the evaluation results was considered redundant for the purpose of the current report. *Please note that the full evaluation reports for all these events have been compiled by Eurotraining and are available to any interested party.*

4.1 Training in IST

The training improved my understanding of the subject.

29 απαντήσεις

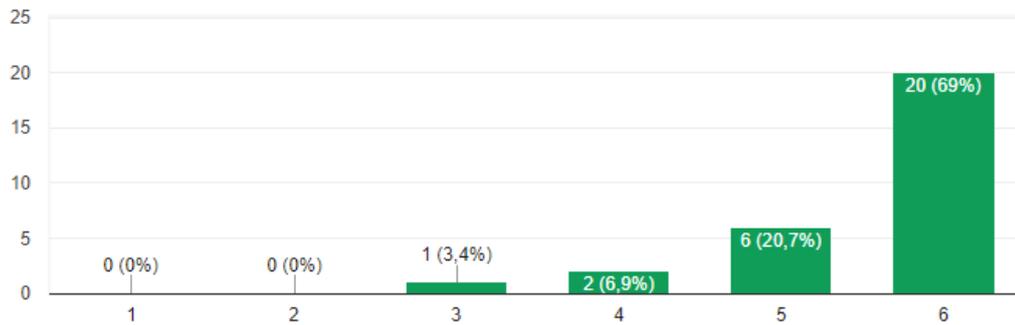


This question focuses on a very important aspect of the training, that is its contribution to improving the participants' understanding of the relevant subject. The results are very encouraging as twelve and fourteen out of twenty – nine participants (41.4 and 48.3%) stated that they “totally agree” and “agree”, respectively. Another three participants (10.3%) “rather agreed” about the improvement of their understanding of the subject after the training. It can be safely said that the training had an actual impact on participants' views of the subject, the level of which, of course, may vary between each individual.



Participation and interaction were encouraged.

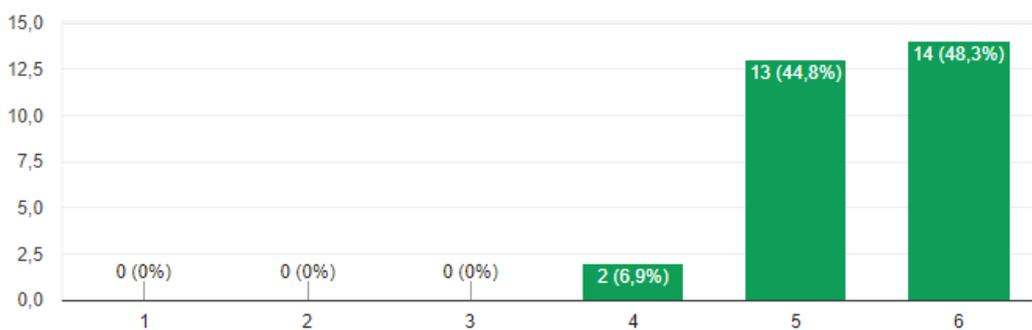
29 απαντήσεις



In that question, participants were asked to evaluate the level of encouragement in participation and interaction through the training. More than two thirds of respondents (69%) “totally agreed” that participation and interaction were encouraged, while 20.7% “agreed” regarding the relevant encouragement they got. Two participants “rather agreed” and one “rather disagreed”. As interaction and active participation are key elements of a successful training, organizers should make sure that all participants are adequately satisfied by that particular aspect of the training.

The trainer was well prepared.

29 απαντήσεις



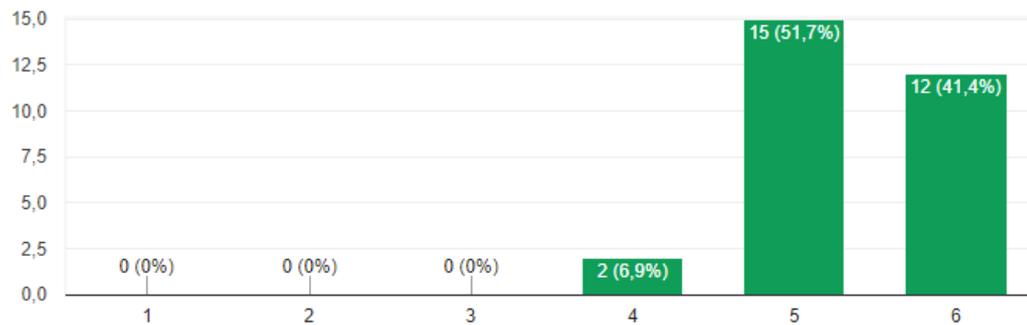
Regarding the evaluation of the trainer’s preparation, fourteen respondents (48.3%) “totally agreed” and thirteen (44.8%) “agreed” that the trainer was well prepared, expressing a general satisfaction. The remaining 6.9% “rather agreed” on the good preparation of the trainer. As the person delivering the



training holds a vital role in the overall process, those positive views can be seen an encouraging sign.

Overall evaluation of the training.

29 απαντήσεις



As this question can be viewed as a synopsis of all the above, results are more or less anticipated. Indeed, the overall evaluation of the training was very positive, as 41.4% of participants characterized it as “excellent”, 51.7% as “very good”, and 6.9% as “good”.

Which topics would you suggest for future training sessions?

9 απαντήσεις

Applications of the energy controls

More Detailed Session about the Experimental Autonomous robotics Laboratories

Increase Capacity building in the field of joint research and publications

energy audit

Smart buildings and zero energy building

Smart Grid

I would like to have more on the social and economic aspect of smart energy management tool and its commercial application.

The electrical energy monitoring devices presented during the training were exciting.

Fault tolerance



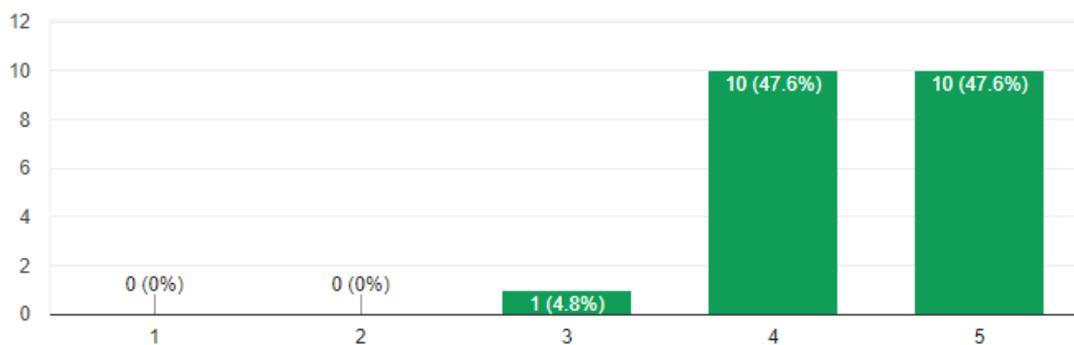
Final Remarks

As the analysis of the evaluation's results indicates, the training in IST can be, in general, characterized as successful. All answers were ranged between the scales of 3 and 6, with most of them gathered mainly at the options from 4 to 6. Even though minor issues have been detected, for example the balance between theoretical exercises and discussion, most aspects of the training were favorably evaluated by participants. Particularly positive feedback was gathered about the encouragement of participation and interaction during the training session, as well as the well – preparedness of the trainer. Last but not least, some participants recommended possible topics to be included to the following trainings and, also, some issues for improvement, providing valuable feedback that can be exploited for the organization of the next project's activities.

4.2 3rd Project Meeting

Overall, how would you rate the meeting?

21 responses

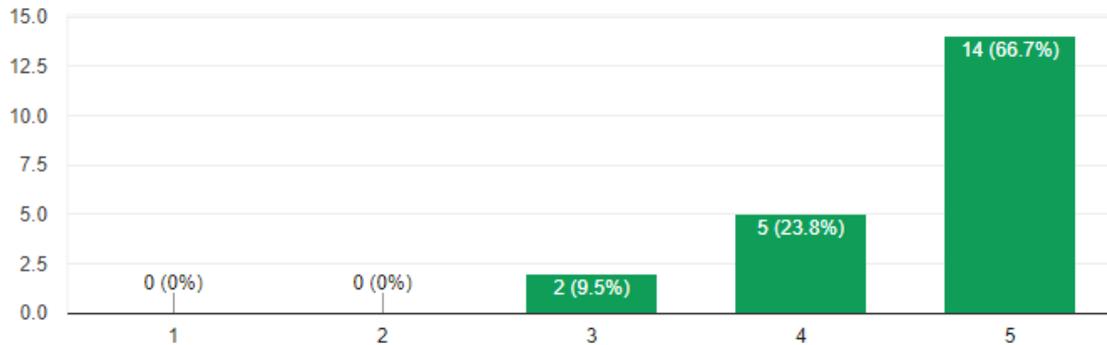


In that question, participants were asked to evaluate the meeting in overall. Ten out of twenty – one participants (47.6%) rated the meeting as “Excellent”, while another ten (47.6%) as “Very good”. The remaining one (4.8%) thought that the meeting was “Average”. It can be safely said that, in overall, the meeting was positively rated.



The meeting was useful for establishing communication among partners.

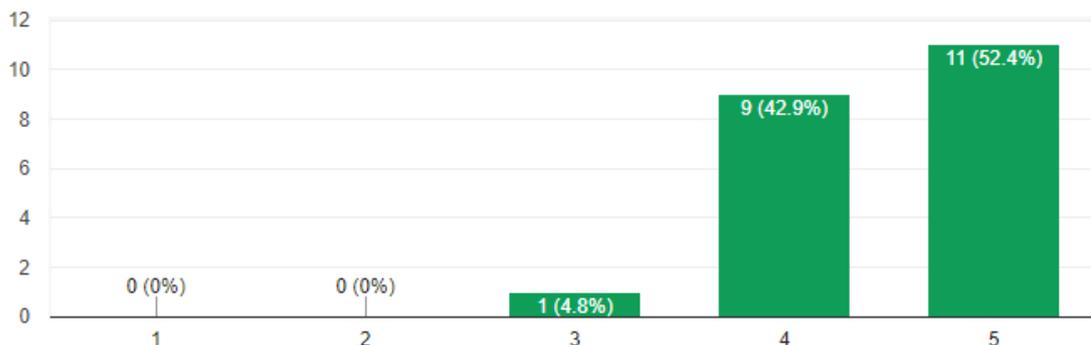
21 responses



Every project meeting is a good opportunity for partners to directly interact and establish a functional communication scheme, that can contribute to a more effective and easy – going implementation of the project. Regarding the third project meeting, fourteen out of twenty – one participants (66.7%) found it “Very useful” in establishing communication among the partnership, while another five (23.8%) found it “Useful”. The remaining two (9.5%) though that the meeting was “Average” in helping partners establishing communication.

After the meeting, my role and responsibility within the next project activities were clear.

21 responses



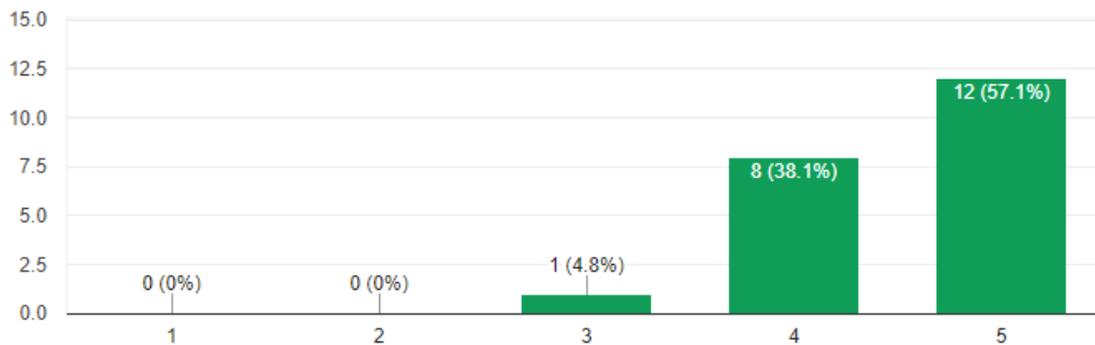
In order for the implementation of the project activities to be effective, all partners should realise their roles and responsibilities within the project activities. Eleven participants (52.4%) replied that their respective roles and responsibilities were “Very clear” after the meeting, nine (42.9%) that they were



“Clear”, and one (4.8%) that their clarity was “Average”. In general, those reviews are positive, even though they could have been even better.

Were meeting activities organised in an efficient manner?

21 responses



In overall, participants were satisfied by the way meeting activities were organised, as 57.1% found that they were “Very efficiently” organised, and another 38.1% that they were organised in an “Efficient” manner. One participant (4.8%) found the organization of meeting activities “Average”, indicating that his/her expectations were not fully met, and that there may be some room for improvement.

Final Remarks

The results of the evaluation of the 3rd project meeting were, in general, satisfying. Both the quantitative and qualitative parts of the evaluation provide valuable feedback for assessment of the overall purpose of the meeting, its organisation and the content and outputs produced.

The results depicted an overall good spirit of cooperation, which is well established on good communication among the partnership. Participants were, also, very satisfied by the sufficiency of the provided information for the meeting, which certainly contributed to a successful organization. The general satisfaction of participants is clearly demonstrated through the overall positive rating of the meeting.

It may be useful for partners to:

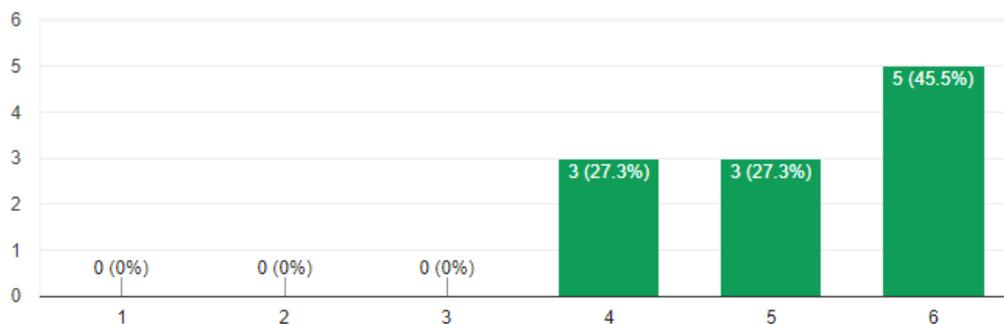


- be more careful and well prepared when it comes to present project activities or tasks during the meetings;
- design meetings' schedules and activities that help partners carry out the foreseen project activities;
- review timing and timetable options for meetings;
- evaluate and peer review each meeting;
- meet internal deadlines and respect the work plan.

4.3 Training in AASTMT by Eurotraining

The training improved my understanding of the subject.

11 responses

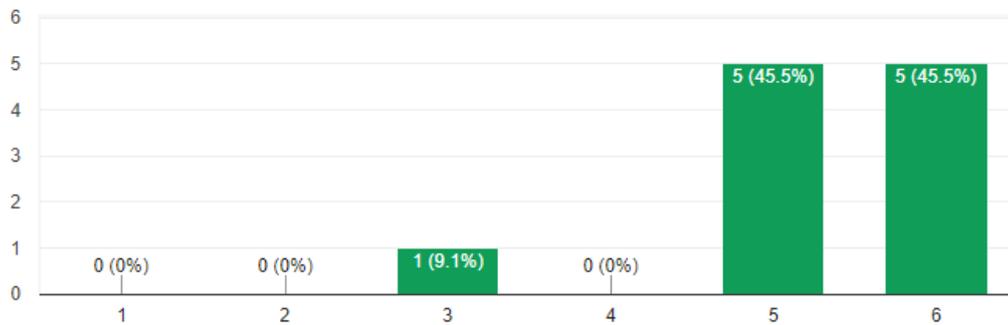


In that question, participants were asked to evaluate the effect of the training on their understanding of the relevant subject. Five out of eleven respondents (45.5%) “totally agreed” that the training improved their understanding, while three (27.3%) “agreed” and another three “rather agreed”. Considering that a training’s main objective is to provide participants with knowledge or a better view of a specified topic, it can be said that on that particular aspect, the training has reached its goal.



Participation and interaction were encouraged.

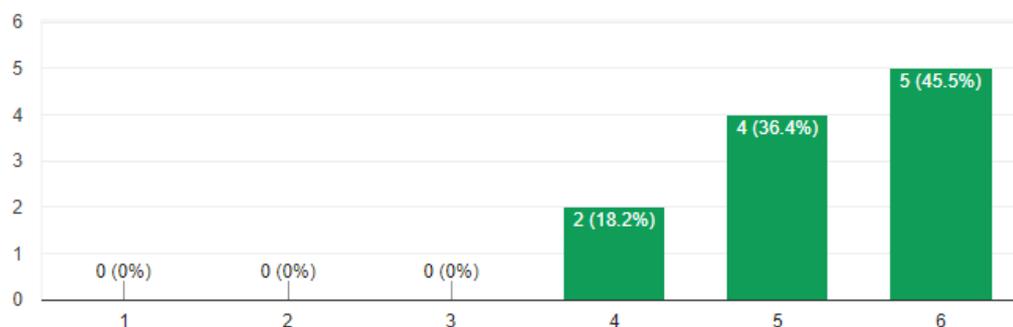
11 responses



Another important characteristic of an effective training is the level of interaction and participation among the people involved. The results here are very positive as five out of eleven (45.5%) participants “totally agreed” that participation and interaction were encouraged, while another five (45.5%) “agreed” with that. However, one respondent (9.1%) “rather disagreed” about the encouragement to participate and interact during the training, an opinion that should be further looked into to locate its possible causes, and try to mitigate them for the following trainings.

The trainer was well prepared.

11 responses



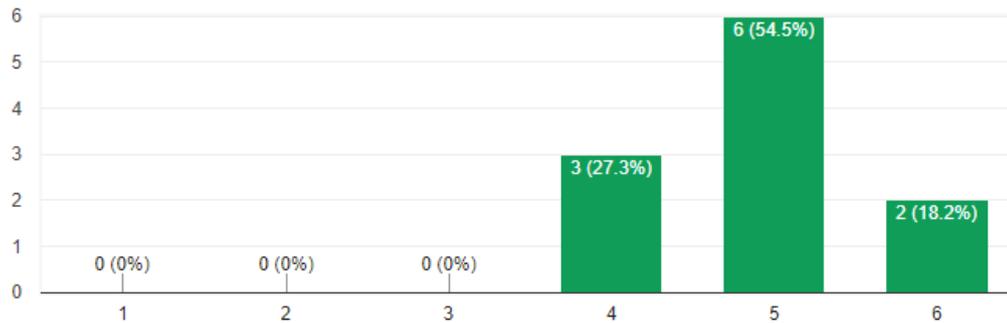
As far as the preparedness of the trainer is concerned, participants’ views are very encouraging as all answers are gathered among the three more positive responses. Specifically, five out of eleven respondents (45.5%) “totally agreed” that the trainer was well prepared, another four (36.4%) “agreed” with that, and two (18.2%) “rather agreed”. The trainer’s performance as viewed by the



trainees is always a valuable part of the training's overall evaluation, as he/she holds the main role in the delivery of the training session.

Overall evaluation of the training.

11 responses



This question was about the overall evaluation of the training, and can be considered as a summarizing question of the whole questionnaire. In general, participants were satisfied by the training as a whole, as two out of eleven respondents (18.2%) rated the training as “excellent”, six (54.5%) as “very good”, and three (27.3%) as “good”.

Which aspects do you think could be improved for the next training sessions?

5 responses

- Practical exercises and case studies .
- The audit section wasn't covered all points
- Doing comparisons between systems to see which will be more useful to use in houses
- Adding more exercise and training. More advanced topics.
- More material and examples. More details than just overview.

Final Remarks

As the analysis of the evaluation's results indicates, the Training in AASTMT by Eurotraining can, in general, be characterized as successful. All answers were ranged between the scales of 3 and 6, with most of them gathered mainly at the options from 4 to 6.

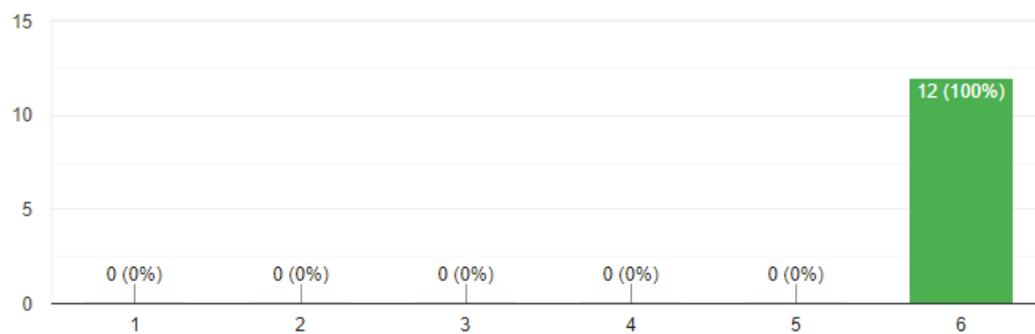


Particularly favorable was the evaluation of the trainer, as well the level of encouragement in participation and interaction during the trainer. Respondents were, also, very satisfied by the improvement of their understanding of the subject covered at the training, indicating that they actually gained some valuable knowledge from their participation to the training. On the other hand, participants were less satisfied regarding the duration, date, and timing of the training, the balance between theoretical exercises and discussion, and the usefulness of the visual and supporting material that was used.

4.4 Training in UNIOVI

Selection and topics were appropriate to my role and responsibilities.

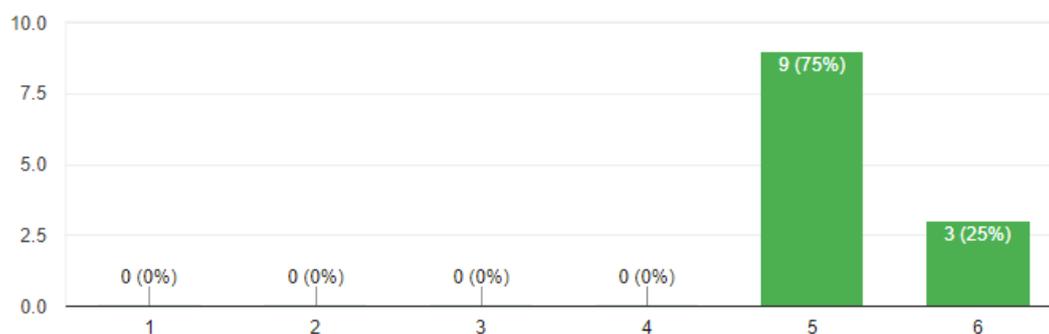
12 responses



All participants "Totally agreed" that the topics discussed were appropriate to their roles and responsibilities. These are very encouraging results which indicate that all participants were familiar with the contents of the training, thus facilitating the training process.

I will be able to apply the knowledge acquired.

12 responses

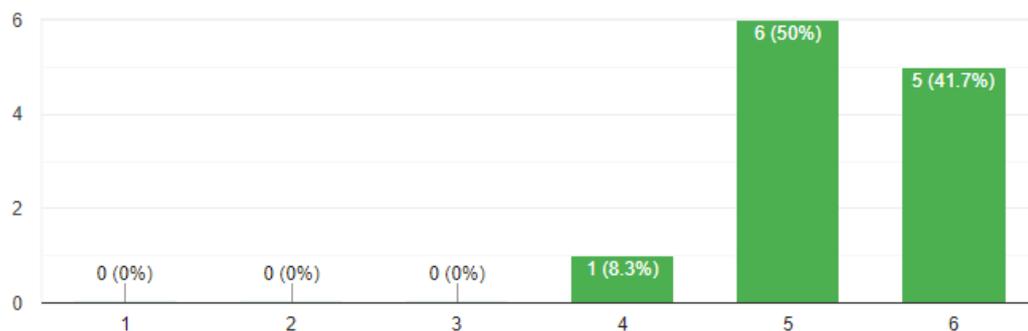




Regarding their future ability to apply the knowledge acquired during the training, nine out of twelve participants (75%) “Agreed” that they will be able to put the knowledge in practice, while three participants (25%) “Agreed”. The results of this question are highly correlated to the academic and/or professional field of participants, as its only reasonable that for some respondents the knowledge acquired will be more relevant to their field of expertise than to other participants’ sectors.

Visual and supporting material were useful and easy to follow.

12 responses



As far as the visual and supporting material is concerned, five participants (41.7%) “Totally agreed” that it was useful and easy to follow, six participants (50%) “Agreed”, while one (8.3%) “Rather agreed”. Even though these results are not discouraging, there might still be some room for improvement in this particular aspect of the training.

Final Remarks

As the analysis of the evaluation’s results indicates, training can be, in general, characterized as very positive. All answers were ranged between the three best options, from 4 to 6.

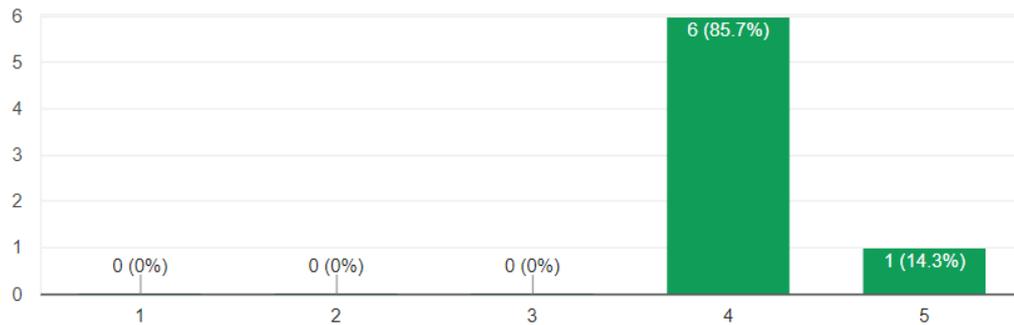
Encouraging results were noted regarding the selection of the topics in accordance with participants’ roles, the well-preparedness of the trainer, as well as the overall evaluation of the training. Aspects that can be taken into



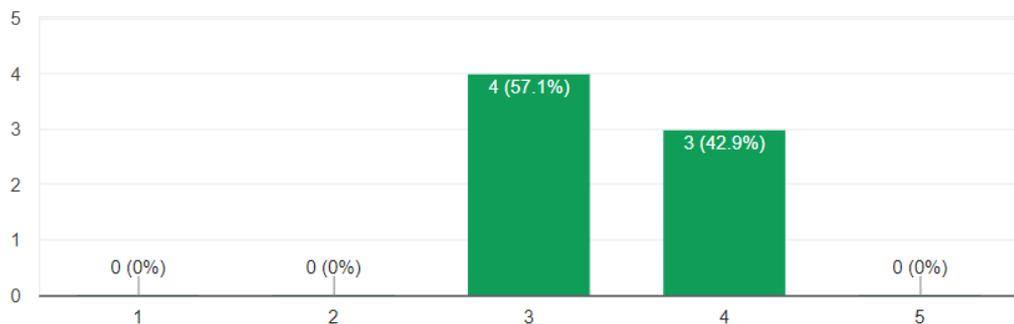
consideration for future improvement include the usefulness of the visual and supporting material and the duration, date, and timing of the training.

4.5 Training in HU by UCY

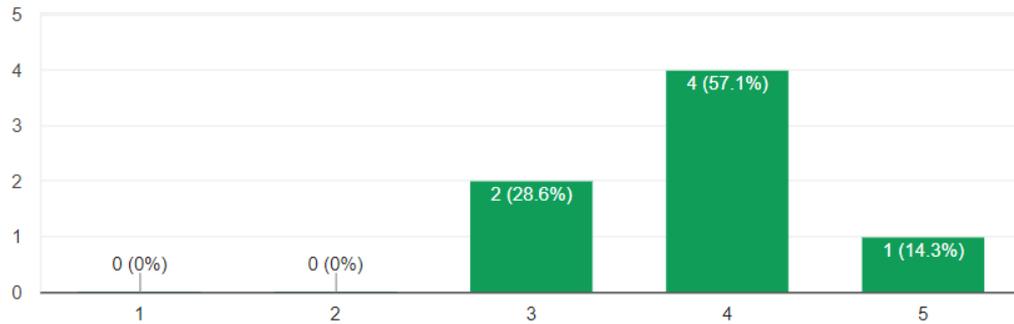
Please complete the following question by choosing the answer that best depicts your views about the issue.



For the first sentence, four out of seven participants (85.7%) chose “High” as their answer, while the rest of them chose “Very High”. This is a quite positive result, although there is indication that things could have gone even better.

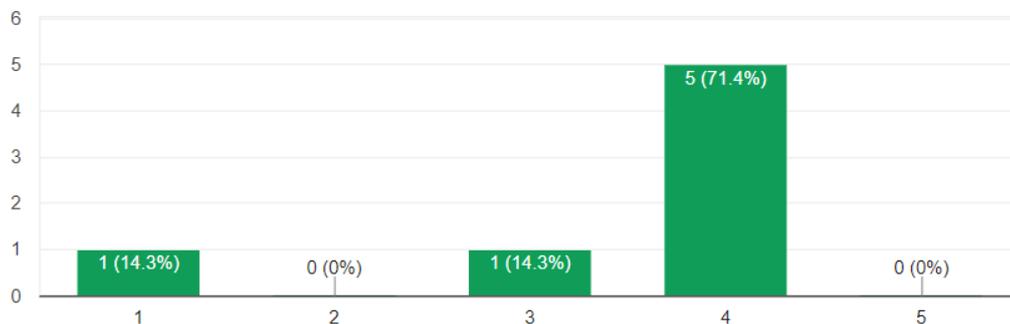


As for the second question, the majority of respondents (57.1%) answered that the initial objectives were met only in a medium/moderate level, a fact that has to be addressed for future trainings, as it seems that participants were not fully satisfied regarding this particular issue.



For the third sentence of this question, four out of seven participants (57.1%) stated that their personal expectations were highly met during the training, two participants that their expectations were met on a medium level, and another one on a very high level. This diversity in participants' answers might be due to different levels of experience in the training field, but it can be said that, in general, participants seemed to be satisfied by the training.

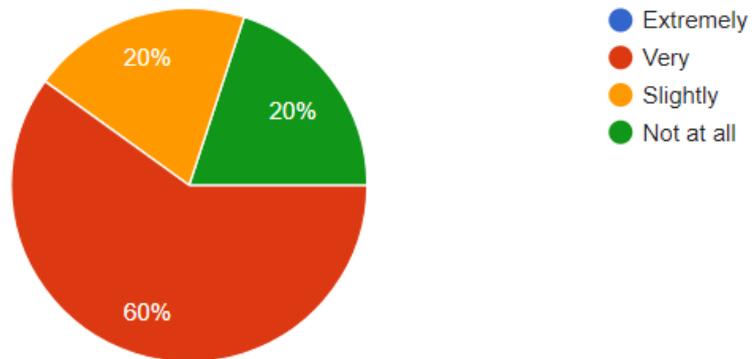
Please evaluate the lectures of the course.



Five out of seven respondents thought that the quality of the lectures was "High", one that it was "Average" and another one that it was "Very Low". In general, the results are encouraging, although further attention should be given to the very negative evaluation, as it might indicate a broader dissatisfaction from the training.

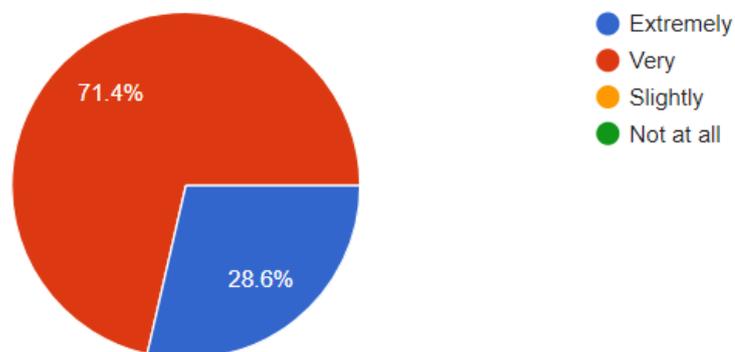


How satisfied are you with the laboratory session?



The majority of the group chose “Very” as their answer (three out of five). The other two participants chose “Slightly” and “Not at all”. There is no doubt that the feedback organizers received is encouraging, but definitely, there is scope for improving, as at least one trainee didn’t seem to be satisfied at all.

How satisfied are you with the organization and coordination of the workshop?



Five out of seven participants chose “Very” as their answer, while the rest of them (two out of seven participants) chose “Extremely”. This is a clear indication that the organization and coordination of the workshop was very successful, and it may be useful to use that workshop as an example for future ones.



Final Remarks

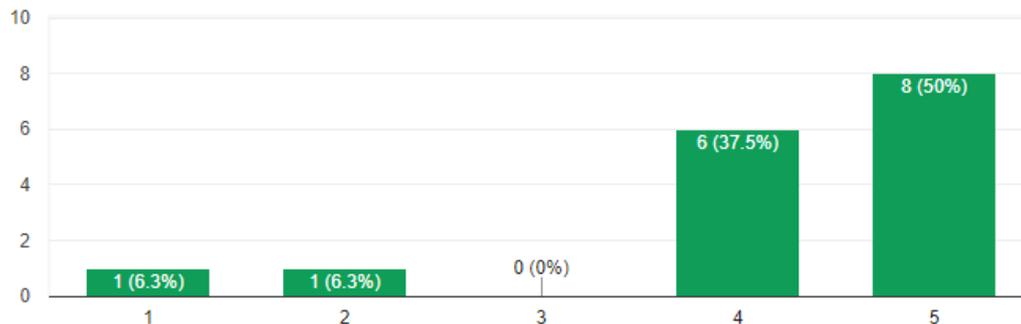
As the analysis of the evaluation's results indicates, the Training in HU by UCY can be, in general, characterized as quite successful. Even though there were some not so favorable opinions, the overall evaluation of the training is satisfactory.

Minor problems were detected regarding the practical aspect of the training, as well as the quality of the lectures. On the other hand, the training's facilities and the availability and support of the relevant staff were evaluated in a particularly positive manner, as was the clarity of the training's objectives.

4.6 Training in MU by UCY

Please evaluate the selection of contents.

16 responses

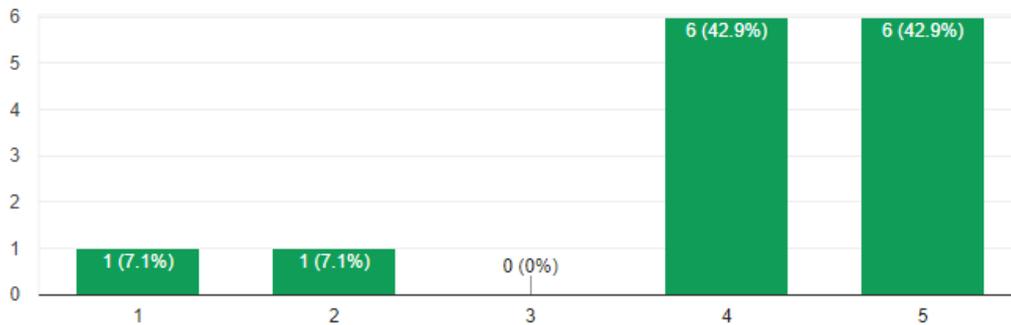


Half of respondents evaluated the quality level of contents as "Very High", while six out of sixteen (37.5%) as "High". On the other hand, one participant thought that the contents' quality was "Low" and another one that it was "Very Low". It can be said that even though those results are mainly based on the personal expectations of each participant, some additional focus should be given to the training's contents.



Please evaluate the usefulness of course material.

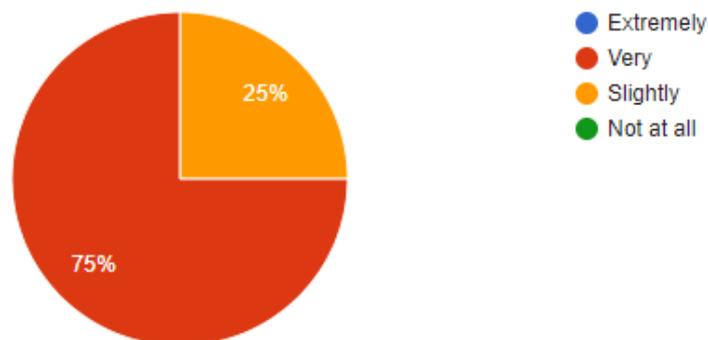
14 responses



Regarding the usefulness of the material that was presented, 42.9% of respondents characterized it as “Very High” and a same percentage as “High”. On the other hand, one participant replied that the usefulness of the material was “Low”, and another one that it was “Very Low”. Those results should be taken into consideration when the organizers design the material of future trainings, as the provided material has to meet the needs of a wide audience, in order for the overall training to be successful.

How satisfied are you with the laboratory session?

8 responses



In general, participants were satisfied by the laboratory session of the training, as 75% chose the answer “Very”. The remaining 25% argued that they were “Slightly” satisfied by the session. Taking into consideration the practical aspect of the subjects covered during the training, the positive views of the respondents on that particular matter are very encouraging.



What would you do to improve the training course?

7 responses

Fulfill the workshop schedule
More time to the seminars
Time limitation
Add laboratory work
Extend the lab working
Spread lectures over longer period of time
Include useful ideas about the hosting country

Final Remarks

As the analysis of the evaluation's results indicates, the Training in MU by UCY can be, in general, characterized as quite successful. Even though there were some not so favorable opinions, the overall evaluation of the training is satisfactory, with some room for improvement.

Some issues regarding the practical approach of the training and the satisfaction of personal expectations were detected and should be considered for the organization of the next trainings. On the other hand, some of the most satisfying aspects of the training were the high quality of the lectures and the meeting of the training's initial objectives.

Conclusions

The overall feedback gathered by both partners and participants of the Project's activities (such as trainings) was, in general terms, positive. The delays in WP5 and WP6 that were reported in the Quality Assurance Report of the 3rd semester seem to have affected the progress of implementation in the 4th semester too. The partnership should act appropriately in order to get the original timeline back on track or reschedule the work plan accordingly.

As far as the trainings implemented during this period is concerned, evaluation was, also, satisfactory. Some of the main positive aspects of the trainings



included the encouragement of participation and interaction during the process, as well as the abilities and preparedness of the trainers. On the other hand, participants indicated that more effort should be put on achieving the correct balance between theory and discussion, using the appropriate visual and supporting material, and organizing the duration, date, and timing of the trainings.

The 3rd Project Meeting was, also, implemented during this semester. Participants highlighted the good working environment among the team and the effective establishment of communication.

The progress of the Project during the 4th semester can be considered positive, even though some delays have been reported. As the Project progresses and many activities are now being implemented in parallel, partners should ensure that the established workplan and relevant deadlines are being respected, and when for particular reasons this cannot be achieved, they should be prepared to face the challenge.