



Workshop & Lab demonstration, 10-14 October 2022,  
UNSA, Sarajevo, Bosnia and Herzegovina

**Erasmus +**

**STEPS**

**Cooperation for innovation and the exchange of good practices  
Capacity Building in the Field of Higher Education**

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## Sarajevo (UNSA) meeting 10-14 October 2022

MAIN ACTIVITIES: DEV 3.2, DEV 9.4 AND DEV 9.5

### ➤ Deliverables 3.2 – Organization of seminars and lectures

**Objective** of the meeting is the arrangement of seminars and lectures in order to improve and enrich the scientific background of scientific staff of partner countries HEIs

**EU partners prepare the open lecture** according to their expertise, through preparing and presenting interactivities joint project, the philosophy of the respective course; new methodology of teaching etc. focused on:

- food engineering, quality and safety ELECTIVE COURSE.
- management of food production systems ELECTIVE COURSE.

➤ **Deliverables 9.4 – Organisation of workshops**

- to raise the awareness of project results,
- to disseminate the benefits of the implementation
- to provide the stakeholders the opportunity to be actively involved in the continuous improvement of the quality of the STEPS programme
- to develop synergies and explore funding mechanisms to contribute to the financial sustainability of the STEPS programme after the project lifetime.

➤ **Deliverables 9.5 – Organisation of laboratory demonstrations**

- to demonstrate the capacity building of infrastructures and the modernization of labs,
- to demonstrate the relevance of the laboratory equipment
- to explore the means of cooperation with private companies.

➔ **Managers and faculty staff from HEIs outside the consortium, managers and engineers working in the industry or SMSs, students and scientists will be invited.**

➔ **Feedback questionnaires** will be delivered to evaluate the quality and relevance of the demonstrations, in terms of technical issues and problems faced in the world of work.

## STEPS Work Packages Overview January 2019 - October 2022

1. Project progress monitoring

2. Indicators

## Planning time schedule,

1. Deliverables Monitoring- REDLAB

## 1. Project progress monitoring – Indicators

Project progress is measured by using the indicators presented in the Logical Framework Matrix (LFM). The sum of indicators per work package is presented in the table below:

Outputs and outcomes	Indicators of progress
<i>WP1 Connection of STEPS with the world of work, the social and the economic environment</i>	
<p>D1.1 Assessment and analysis report on stakeholders needs</p> <p>D1.2 Survey of STEPS relevant programmes</p> <p>D1.3 Best practices of MSc programmes</p> <p>D1.4 Report on the mechanisms for continuous stakeholders input</p>	<ul style="list-style-type: none"> <li>- Organizations contacted (over 200)</li> <li>- Questionnaires delivered, acquired/processed (200)</li> <li>- Interviews of key stakeholders (over 40)</li> <li>- Visits and round tables for stakeholders (over 30)</li> <li>- Variety of diverse opinions expressed</li> <li>- Relevant MSc programs analyzed (over 100)</li> <li>- Best practices reported (25)</li> <li>- Stakeholders convinced to engage with project activities</li> <li>- Standard mechanisms established for continuous contribution and communication</li> </ul>



**ALL REPORTS DELIVERED**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP1</b>	<b>Connection of STEPS with the world of work, the social and the economic environment (UET)</b>					
T1.1	<b>Assessment and analysis of stakeholders needs</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T1.2	<b>Research on STEPS related programmes</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T1.3	<b>Review of best practices on linking MScs with business, social and economic environment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T1.4	<b>Development of mechanisms for continuous stakeholders' input</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Continuously updated during the project lifetime



## *WP2 STEPs structure and courses design*

**D2.1 Design of the MSc programme**  
**D2.2 Selection of teaching staff and organization in working groups report**  
**D2.3 Study visit report**  
**D2.4 Design of STEPS Courses**

- Faculty members joining the study visit (over 25)
- ICT-based teaching/learning environments utilized/demonstrated (over 10)
- Courses designed based on ECTS (all)
- STEM subjects and innovative concepts included/analyzed in the content of courses
- Quality of scientific and educational approaches demonstrated/discussed, analyzed and adopted

## ALL REPORTS DELIVERED

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP2</b>	<b>STEPS structure and courses design (USAMVB)</b>				<input type="checkbox"/>	
T2.1	Design of the MSc programme	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T2.2	Selection of faculty staff and organization of working groups	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T2.3	Organization of study visit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T2.4	Design of the MSc programme courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year



**WP3 Professional development of scientific courses (UHZ)****D3.1 Assessment of training needs reports****D3.2 Training seminars/guest lectures****D3.3 Continuous support and improvement of scientific background and teaching capacity of scientific staff**

- Scientific staff participation in seminars and lectures (over 40) (Pristina 4; Sarajevo 2)
- Level and quality of collaboration and synergies developed between consortium partners
- Scientific articles prepared/published (5 per year and per HEI) (others?)

**ALL REPORTS DELIVERED ??**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP3</b>	Professional development of scientific staff (UHZ)					
T3.1	Assessment of training needs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T3.2	Organization of training seminars/guest lectures	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
T3.3	Continuous support and improvement of scientific background and teaching capacity of scientific staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## *WP4 STEPS development*

**D4.1 LMS platform**

**D4.2 STEPS courses**

**D4.3 Digitised educational  
material**

- **Quality of the educational platform  
(Design and appropriateness of the  
educational environment)**
- **Quality of educational material and tools**
- **Level and quality of collaboration  
between consortium partners**

**ALL REPORTS DELIVERED ?**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP4</b>	<b>STEPS Development (UNSA)</b>					
T4.1	Development of the LMS platform (ReadLab)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Concluded at the first year
T4.2	Development and harmonization of STEPS courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T4.3	Conversion and digitization of educational material	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## *WP5 Development of infrastructures*

**D5.1 Teaching/learning environment**

**D5.2 Research labs**

**D5.3 Experiments/ simulations and training material**

- Experimental devices/software licenses purchased (over 15)

- Experimental/software-based exercises and projects by utilizing new equipment

- Quality and relevance of experiments/simulations

**ALL REPORTS DELIVERED ?**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP5</b>	<b>Development of infrastructures (UNBI)</b>					
T5.1	Development of teaching/learning environment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T5.2	Development of research labs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T5.3	Development of experiments/simulations and training material	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

***WP6 STEPS application for accreditation*****D6.1 STEPS application for accreditation****- Accreditation of the STEPS programme*****WP7 STEPS implementation*****D7.1 STEPS programme implementation plan report  
D7.2 STEPS programme****- Students joining the MSc programme (25 per HEI)  
- Students' expectations achieved  
- Students' performance**

**ALL REPORTS DELIVERED ?**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP6</b>	STEPS application for official accreditation <b>(MESC USK)</b>					
T6.1	Preparation of documentation for STEPS application	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>WP7</b>	STEPS implementation <b>(UNBI)</b>					
T7.1	STEPS programme implementation plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
T7.2	STEPS programme implementation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	





*WP8 Quality plan and evaluation of project progress*

**D8.1 Quality plan**

**D8.2 Internal evaluation reports**

**D8.3 External evaluation reports**

- No of internal evaluation reports
- No of external evaluation reports
- Internal quality evaluation of deliverables

**ALL REPORTS DELIVERED ?**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP8</b>	Quality plan and evaluation of project progress ( <b>ReadLab</b> )					
T8.1	Organization of internal and external quality teams and development of the quality plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T8.2	Quality monitoring and evaluation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Task in progress
T8.3	External evaluation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Task in progress

<i>WP9 Dissemination/Exploitation</i>	
<p>D9.1 Dissemination/exploitation strategy report</p> <p>D9.2 Web site</p> <p>D9.3 Social media profile and dissemination material</p> <p>D9.4 Workshops</p> <p>D9.5 Laboratory demonstrations</p> <p>D9.6 Career office development/enhancement</p> <p>D9.7 Dissemination/exploitation reports</p>	<ul style="list-style-type: none"> <li>- Volume and quality of dissemination activities/material</li> <li>- Stakeholders present in workshops, laboratory demonstrations (at least 50 per workshop)</li> <li>- Stakeholders presence/involvement in open discussions, face to face meetings, round tables</li> <li>- Stakeholders expectations achieved by workshops</li> <li>- Volume and quality of data collected and processed during after workshops/demonstrations/meetings</li> <li>- Internships/scholarships organized</li> <li>Memoranda and contracts signed and co-funding schemes identified</li> <li>- HEIs perception in the society at large and enhancement of their role in reforms in education and social and economic development</li> </ul>

**ALL REPORTS DELIVERED?**

WP no	Task description/Leader	Status			Workplan -based monitoring	
		To be started	In progress	Concluded	On-time delivery	Comments
<b>WP9</b>	<b>Dissemination/Exploitation (AUT)</b>					
T9.1	Development of dissemination/exploitation strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T9.2	Web site development	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T9.3	Development of social media profile and dissemination material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
T9.4	Organisation of workshops	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
T9.5	Organisation of laboratory demonstrations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
T9.6	Career offices development/enhancement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

# COMMENTS & QUESTIONS

