



Deliverable 8.2 Final Internal Evaluation Report

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Executive Summary

This report presents the Quality Evaluation results of the STEPS project, for the last period of implementation, between 1/1/2022 to 31/12 2022.

During the interim period of the project, mobility restrictions and the all-pervasive shock caused by the Covid-19 pandemic affected to the highest degree the implementation of the project. As a result, critical milestones such as the accreditation procedures of the MSc programmes in Albania and Kosovo were significantly delayed. However, the STEPS partnership made substantial efforts to reach the specific targets of the project so that MSc programmes are currently implemented in all the Western Balkans HEIs participating in the project. During the last year of the project, HEIs from Kosovo and Bosnia-Herzegovina implemented the second year of the STEPS MSc programme and according to the national laws, they are in position to get the official accreditation while Albanian HEIs are currently implementing the first academic year of the programme (2022-23).

The present report summarizes the state of the project by the end of 2022 in terms of tasks completed and specific indicators used for evaluation of the successive implementation of activities. In addition, quality evaluation of meetings and events organized during the last year of the project are presented. In the last section of the report, the results of the internal evaluation of the project are presented.

A. STEPS Project Progress monitoring

In the first part of this report, tasks progress and results, in terms of project deliverables, are presented. First the current state of the project by the end of 2022 is reported in brief. Then, the status of project tasks in terms is reviewed while the successive implementation of the project is evaluated based on specific indicators mentioned in the project proposal but also in the Quality Plan document. In addition, the status of the project deliverables is reviewed.

1 Current state

A brief description of project achievements per work package is briefly presented in the following paragraphs.

- **WP1. Connection of the MSc programme with the world of work, the social and the economic environment (UET):** The activities planned for this WP have been finalized during the first year of the project. STEPS partners analyzed relevant MSc programme, assessed stakeholders needs and the expectations as well as the European initiatives so that those elements are reflected to the structure and the content of the MSc programme. A long list of stakeholders' contacts that will be used for continuous linking of the MSc programme with the world of work and the society at large was also created. Deliverables are available in the google(G)-drive of the project.
- **WP2. STEPS structure and courses design (USAMVB):** STEPS Msc programme structure and courses design activities are finalized. Critical issues related to the profile, the structure and the courses offered by the MSc programme have been addressed. The corresponding deliverables are available in the G-drive of the project. The study programme is designed based on Bologna concepts. ECTS are used for describing the workload of the STEPS courses. The structure of the of the programme is compatible with the information presented in D4.2 (Courses development) and, with the list of courses provided by WB HEIs to the national agencies responsible for the accreditation of the MSc programme.
- **WP3. Professional development of scientific staff (UHZ):** The collaboration between members of the Consortium experienced in similar, interrelated, or complementary scientific topics resulted to the organization of an important number of training seminars. Due to mobility limitations, some seminars were implemented on-line. The large number of training seminars gave the opportunity to faculty staff to exchange views and analyze the foundations of modern food productions systems with the sustainability dimension as one of the most critical parameters of development under the prism of circular economy concept. A full list of training seminars organized during the project can be found in the deliverables of this work package. The quality and relevance of the training seminars organized were assessed through feedback questionnaires delivered to and filled by participants. The results are presented in the second part of this report.
- **WP4. STEPS Development (UNSA):** STEPS partners made substantial efforts towards the development and harmonization of courses delivered by the programme , based on their scientific background and expertise but also on needs analysis as well as the recent technological advances

and trends in sustainable food production systems. Detailed descriptions of all the courses offered by the MSc programme can be found in the deliverables of this work package while all the material prepared is available in the educational platform(s) used by Western Balkans HEIs.

- **WP5. Development of infrastructures (UNBI):** During the project equipment supporting the efficient delivery of courses as well as laboratory-based practicing was purchased and installed in Western Balkans HEIs. Deliverables of this work package present in detail the development of infrastructures and the two types of laboratories, i.e., “Food Quality Control” and Food Production Systems Management” labs. Supporting documents, related to necessary procedures and purchase of equipment is available in the G-drive.
- **WP6. STEPS application for official accreditation (MESCK):** Accreditation procedures are rather complex for the Western Balkans HEIs. Official accreditation at national level comes after the delivery and the internal evaluation of the MSc programme. Thus, two years of implementation are needed for those HEIs, which, in order to be in line with the requisitions of the Erasmus+ projects, have already started delivering second year of the MSc programme. In Kosovo, the delivery of the MSc programme started in October 2021 while in Albania, AUT and EUT the MSc programme is implemented during the academic year 2022-2023.
- **WP7. STEPS programme delivery (UNBI):** HEIs from Bosnia-Herzegovina and Kosovo started delivering the MSc programme during the interim period of the project. In Albania, the MSc programme is implemented during 2022-23. Detailed information about important dates, such as for example those of students’ enrollment periods or academic semesters is included in the Interim Quality Evaluation report.
- **WP8. Quality plan and evaluation of project progress:** Quality evaluation procedures have been contributed by all the partners of the Consortium. During the project, WP leaders were asked to assess tasks progress and deliverables status and provide justifications for the delays. Quality evaluation included the evaluation of the quality and relevance of all the meetings and events organized during project lifetime. External evaluation of the project was also conducted periodically.
- **WP9. Dissemination/Exploitation:** STEPS project implementation along with the MSc programme delivered by Western Balkans HEIs has a strong presence in the media, including the social ones, and the communication channels between the project, the stakeholders’ and the society at large. As a result, a large number of candidates have been submitted their records in order to attend the MSc programme at WB countries. The sum of the dissemination/exploitation activities have been recorded and is available in the G-drive and the site of the project. All the dissemination/exploitation activities are presented in the deliverable reports of this work package.
- **WP10. Management and Coordination:** During the project, communication channels between the Consortium members were always open. Management was characterized by transparency while planning, critical milestones and focused activities were discussed extensively in all the meetings organized during the project lifetime.

2 Task schedule monitoring

A detailed analysis of the status of project tasks and deliverables is presented in the tables of the following paragraph. A summary of task schedule monitoring is presented in Table 1.

Table 1. Task schedule monitoring

WP no	Task description/Leader	Status			Comments
		To be started	In progress	Concluded	
WP1	Connection of STEPS with the world of work, the social and the economic environment (UET)				
T1.1	Assessment and analysis of stakeholders needs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T1.2	Research on STEPS related programmes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T1.3	Review of best practices on linking MScs with business, social and economic environment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T1.4	Development of mechanisms for continuous stakeholders' input	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime
WP2	STEPS structure and courses design (USAMVB)				
T2.1	Design of the MSc programme	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T2.2	Selection of faculty staff and organization of working groups	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T2.3	Organization of study visit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T2.4	Design of the MSc programme courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP3	Professional development of scientific staff (UHZ)				
T3.1	Assessment of training needs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T3.2	Organization of training seminars/guest lectures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T3.3	Continuous support and improvement of scientific background and teaching capacity of scientific staff	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP4	STEPS Development (UNSA)				
T4.1	Development of the LMS platform (ReadLab)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T4.2	Development and harmonization of STEPS courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T4.3	Conversion and digitization of educational material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP5	Development of infrastructures (UNBI)				
T5.1	Development of teaching/learning environment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

T5.2	Development of research labs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T5.3	Development of experiments/simulations and training material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP6	STEPS application for official accreditation (MESC USK)				
T6.1	Preparation of documentation for STEPS application	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime
WP7	STEPS implementation (UNBI)				
T7.1	STEPS programme implementation plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T7.2	STEPS programme implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime
WP8	Quality plan and evaluation of project progress (ReadLab)				
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"/>	
T8.2	Quality monitoring and evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The MSc programme will be evaluated periodically, according to national laws and practices in WB HEIs
T8.3	External evaluation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Normally, finalized after the present report
WP9	Dissemination/Exploitation (AUT)				
T9.1	Development of dissemination/exploitation strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T9.2	Web site development	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime
T9.3	Development of social media profile and dissemination material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime
T9.4	Organisation of workshops	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T9.5	Organisation of laboratory demonstrations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
T9.6	Career offices development/enhancement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will continue beyond the project lifetime

3 Task progress based on indicators

A summary of task progress with respect to specific indicators is presented in Table 2. Indicators are included in the Quality Plan document (D8.1)

Table 2. Task progress monitoring based on indicators

No	Task Indicators	Status			Comments
		Not reached	Partially reached	Reached	
WP1	Connection of STEPS with the world of work, the social and the economic environment (UET)				
I1.1	Organizations contacted (over 200)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.2	Questionnaires delivered, acquired and processed (200)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.3	Interviews of key stakeholders (over 40)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.4	Visits and round tables for stakeholders (over 30)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.5	Variety of diverse opinions expressed	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.6	Relevant MSc programmes analyzed (over 100)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.7	Best practices reported (25)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.8	Stakeholders convinced to engage with project activities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I1.9	Standard mechanisms established for continuous contribution and communication	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP2	STEPS structure and courses design (USAMVB)				
I2.1	Faculty members joining the study visit (over 25)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I2.2	ICT-based teaching/learning environments utilised/demonstrated (over 10)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I2.3	Courses designed based on ECTS (all)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I2.4	STEM subjects and innovative concepts included/analysed in the content of courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I2.5	Quality of scientific and educational approaches demonstrated/discussed, analysed and adopted	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP3	Professional development of scientific staff (UHZ)				
I3.1	Scientific staff participation in seminars and lectures (over 40)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I3.2	Level and quality of collaboration and synergies	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I3.3	Scientific articles prepared/published (5 per year and per HEI)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP4	STEPS Development (UNSA)				
I4.1	Quality of the educational platform (Design and appropriateness of the educational environment)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I4.2	Quality of educational material and tools	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

I4.3	Level and quality of collaboration between consortium partners	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP5	Development of infrastructures (UNBI)				
I5.1	Experimental devices/software licenses purchased (over 15)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I5.2	Experimental/software-based exercises and projects by utilising new equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I5.3	Quality and relevance of experiments/simulations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
WP6	STEPS application for official accreditation (MESC USK)				
I6.1	Accreditation of the STEPS programme	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	According to national laws, accreditation is foreseen after the implementation of the MSc programme.
WP7	STEPS implementation (UNBI)				
I7.1	Students joining the MSc programme (25 per HEI)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
I7.2	Students' expectations achieved	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Task in progress
I7.3	Students' performance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Task in progress
WP8	Quality plan and evaluation of project progress (ReadLab)				
I8.1	Internal quality evaluation of deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I8.2	No of internal evaluation reports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I8.3	No of external evaluation reports	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Normally, the final external evaluation report is prepared after the final internal evaluation
WP9	Dissemination/Exploitation (AUT)				
I9.1	Volume and quality of dissemination activities/material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I9.2	Stakeholders present in workshops, laboratory demonstrations (at least 50 per workshop)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The number of stakeholders was smaller
I9.3	Stakeholders presence/involvement in open discussions, face to face meetings, round tables	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Result of I9.2
I9.4	Stakeholders expectations achieved by workshops	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I9.5	Volume and quality of data collected and processed during after workshops/demonstrations/meetings	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
I9.6	Internships/scholarships organised	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
I9.7	Memoranda and contracts signed and co-funding schemes identified	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
I9.8	HEIs perception in the society at large and enhancement of their role in reforms in education and social and economic development	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

4 Deliverables control

A summary of deliverables along with their final status is presented in Table 3.

Table 3. Deliverables status

WP no	Task description /Leader	Status			Workplan -based monitoring	
		Submitted	Under review	Available	On-time delivery	Comments
WP1	Connection of STEPS with the world of work, the social and the economic environment (UET)					
D1.1	Assessment and analysis report on stakeholders needs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D1.2	Survey of STEPS related programmes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D1.3	Best practices of MSc programmes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D1.4	Report on the mechanisms for continuous stakeholders input	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP2	STEPS structure and courses design (USAMVB)					
D2.1	Design of the MSc programme	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D2.2	Selection of teaching staff and organization in working groups report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D2.3	Study visit report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D2.4	Design of STEPS Courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP3	Professional development of scientific staff (UHZ)					
D3.1	Assessment of training needs reports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D3.2	Training seminars/guest lectures	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D3.3	Continuous support and improvement of scientific background and teaching capacity of scientific staff	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP4	STEPS Development (UNSA)					
D4.1	LMS platform	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D4.2	STEPS courses	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D4.3	Digitized educational material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP5	Development of infrastructures (UNBI)					
D5.1	Teaching/learning environment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D5.2	Research labs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D5.3	Experiments/ simulations and training material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WP6	STEPS application for official accreditation (MESC USK)					
D6.1	STEPS application for accreditation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP7	STEPS implementation (UNBI)					

D7.1	STEPS programme implementation plan report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D7.2	STEPS programme	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP8	Quality plan and evaluation of project progress (ReadLab)					
D8.1	Quality plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D8.2	Internal evaluation reports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D8.3	External evaluation reports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
WP9	Dissemination/Exploitation (AUT)					
D9.1	Dissemination/exploitation strategy report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.2	Web site	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.3	Social media profile and dissemination material	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.4	Workshops	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.5	Laboratory demonstrations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.6	Career office development/enhancement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D9.7	Dissemination/exploitation reports	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

B. Quality Evaluation Results

5 Meetings/Events in Pristina (May 2022)

Meetings/events were organized in Pristina between 22 and 28 May. Apart from regular management meetings, events included workshops, laboratory demonstrations and open lectures and seminars. Quality evaluation of the meetings and events as part of the internal evaluation of the project are presented in the following figure.

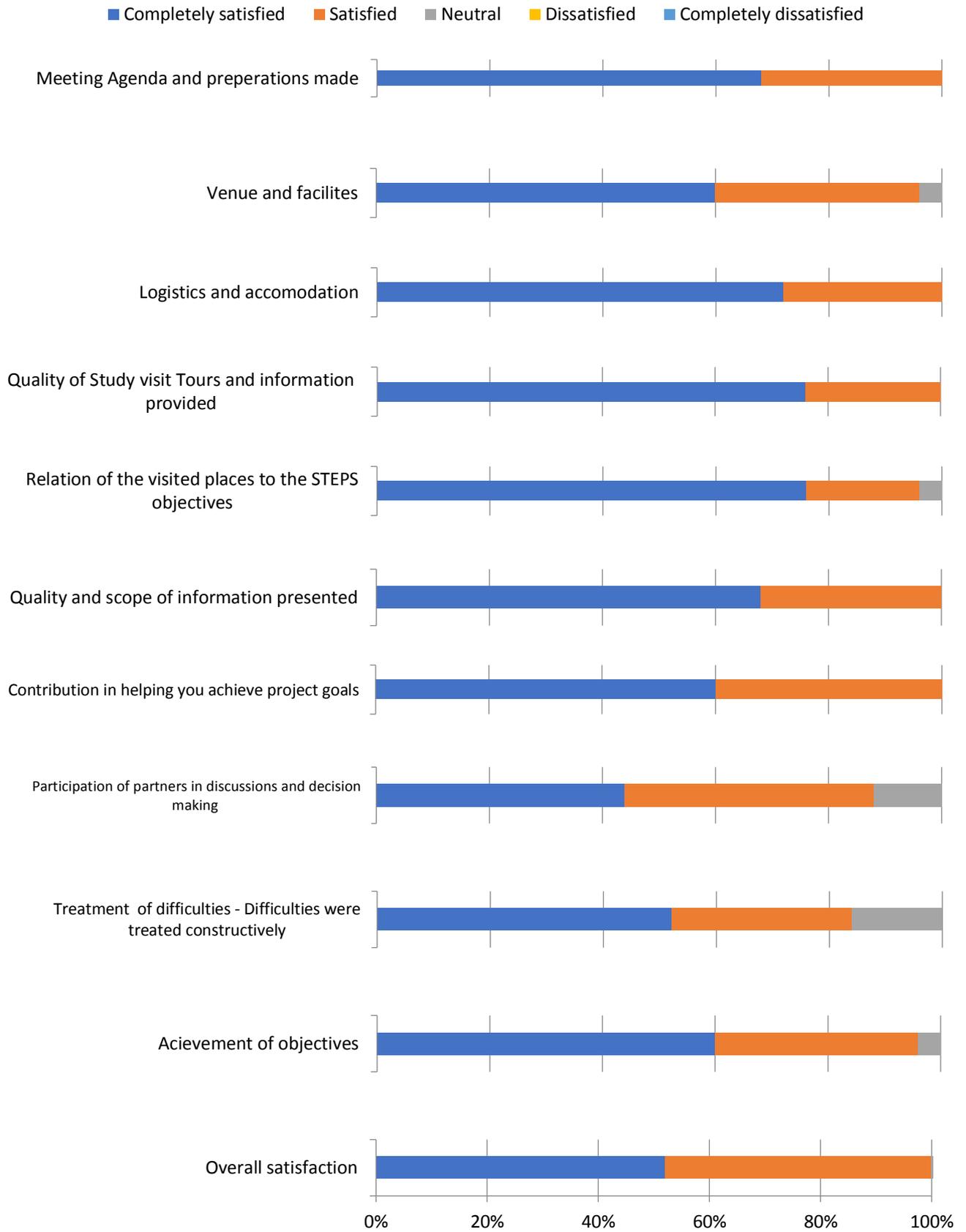


Figure 1. Evaluation of the meetings/events organized in Pristina (May 2022).

6 Meetings/Events in Sarajevo (October 2022)

Meetings/Events were organized by the University of Sarajevo between 10 and 14 October 2022. Apart from regular management meetings, events included study visits, laboratory demonstrations and open lectures and seminars. Quality evaluation of the meetings and events as part of the internal evaluation of the project are presented in the figure below.

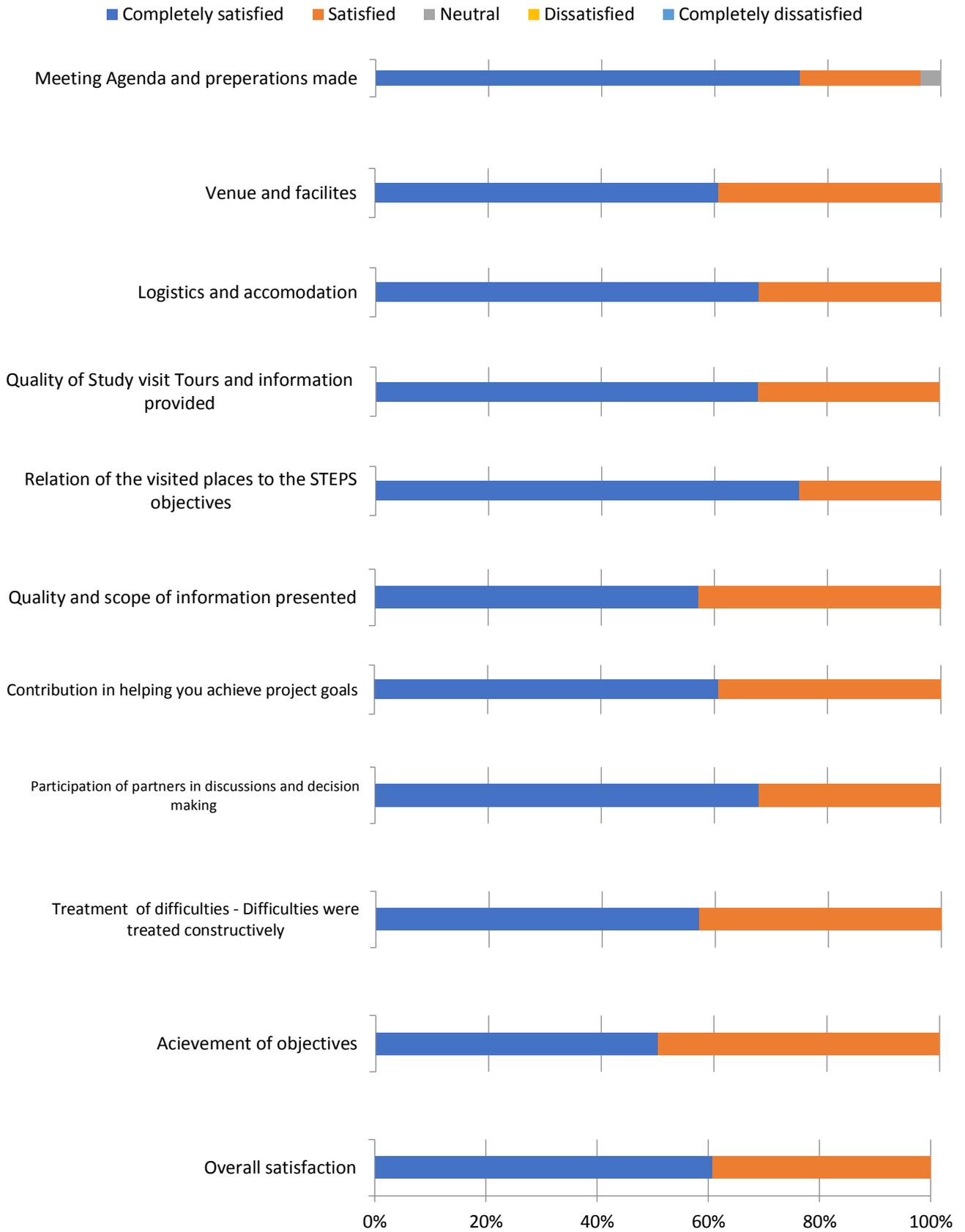


Figure 2. Evaluation of the meetings/events organized in Sarajevo (October 2022).

7 Meetings and Study visits in Tirana (November 2022)

Meetings/Events were organized by the Agricultural University of Tirana from 20 to 26 November 2022. Apart from regular management meetings, workshops, open lectures and laboratory demonstrations were organized along with other management activities. Results of the internal evaluation of the project are presented in the figure below.

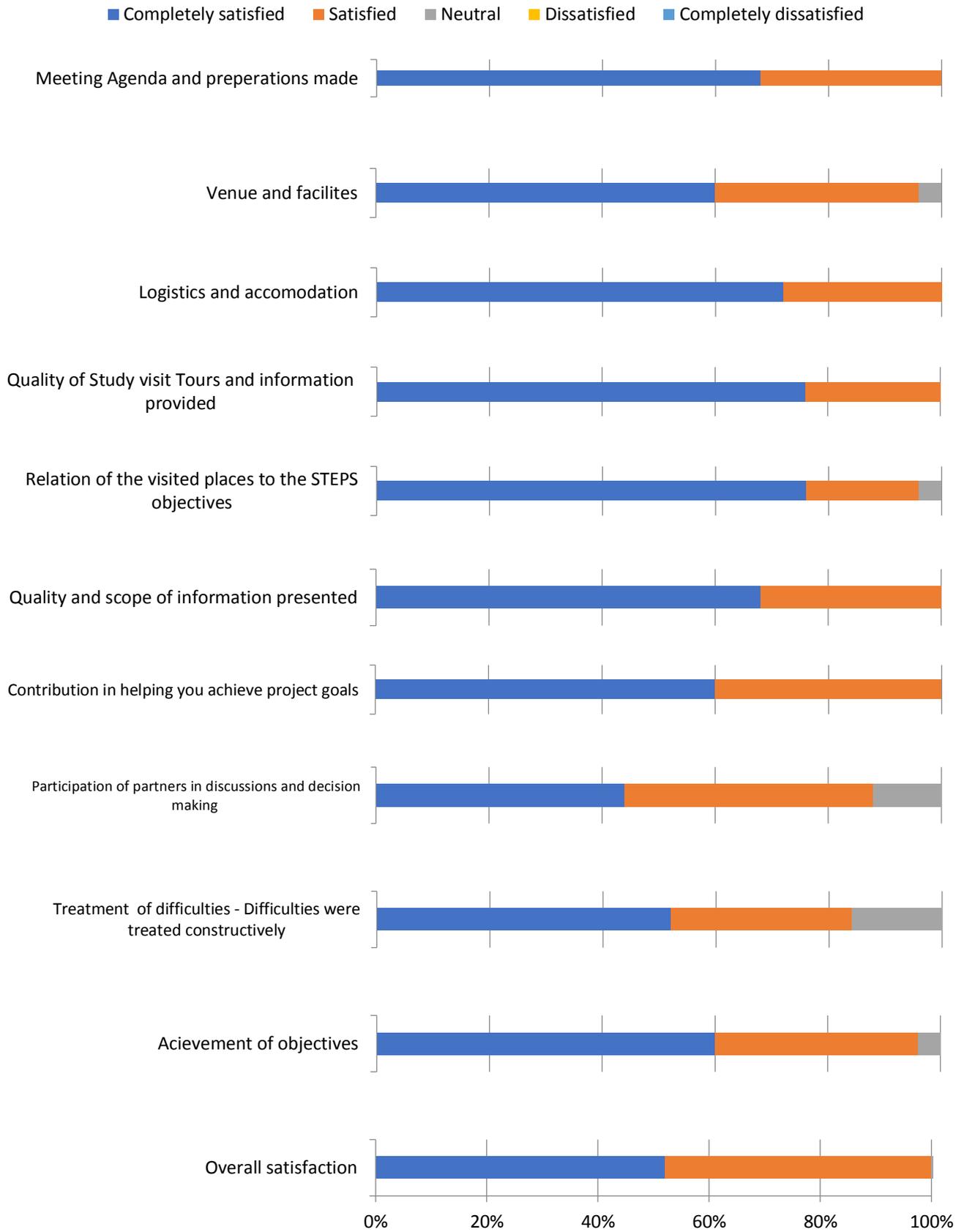


Figure 3. Evaluation of the meetings/events organized in Tirana (November 2022).

8 STEPS Training Seminars

A number of training seminars were organized and delivered during the project lifetime. As already explained in the interim internal evaluation report, During the Covid-19 pandemic, due to the mobility limitations imposed by the national authorities of the European and Western Balkans countries, the seminars were delivered online. The full list of the training seminars organized can be found in the corresponding deliverable of the third work package of the project. The feedback questionnaire used for the internal evaluation of the seminars is available in the Annex B of the present report. Results are presented in the following figures.

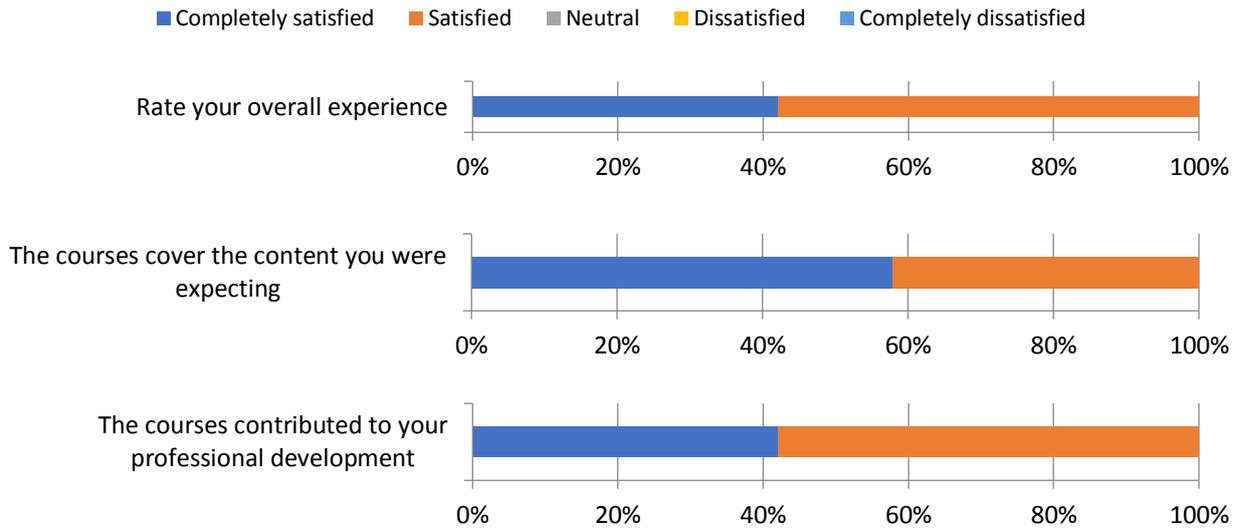


Figure 4. Rating of the overall experience of participants.

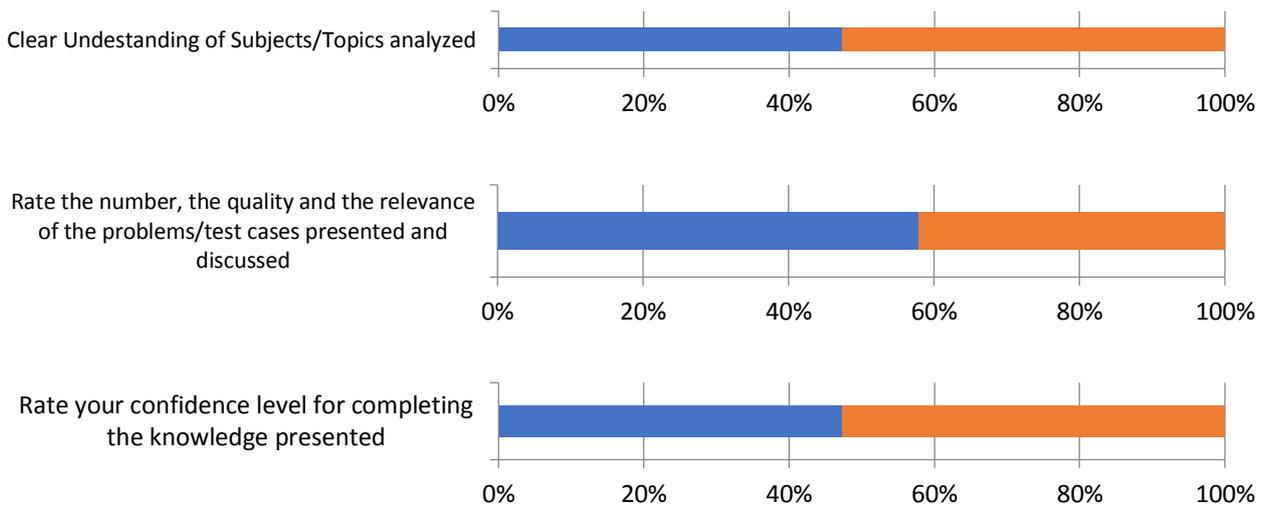


Figure 5. Evaluation of the individual components of the training seminars and lectures

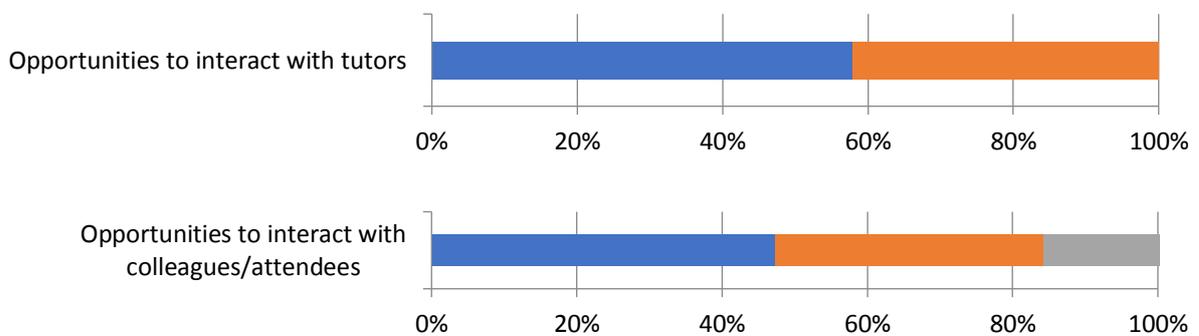


Figure 6. Evaluation of the interaction and exchange of opinions and views.

9 Internal Evaluation of the STEPS project

The final Internal evaluation of the project was based on feedback questionnaires addressing the three main pillars stated in the Quality plan, i.e.: i) Management and Communication, ii) Implementation and Cooperation and iii) Networking and dissemination/exploitation activities. For each of the above pillars, a series of questions have been utilized, including distribution of work and the cooperation of partners with respect to specific tasks and activities, the efficiency of the communication channels and the flow of information as well as the level at which stakeholders are engaged with the project activities and target groups are reached. The questionnaire used for internal evaluation is included in the Annex C of this report. Results are presented in the following figures.

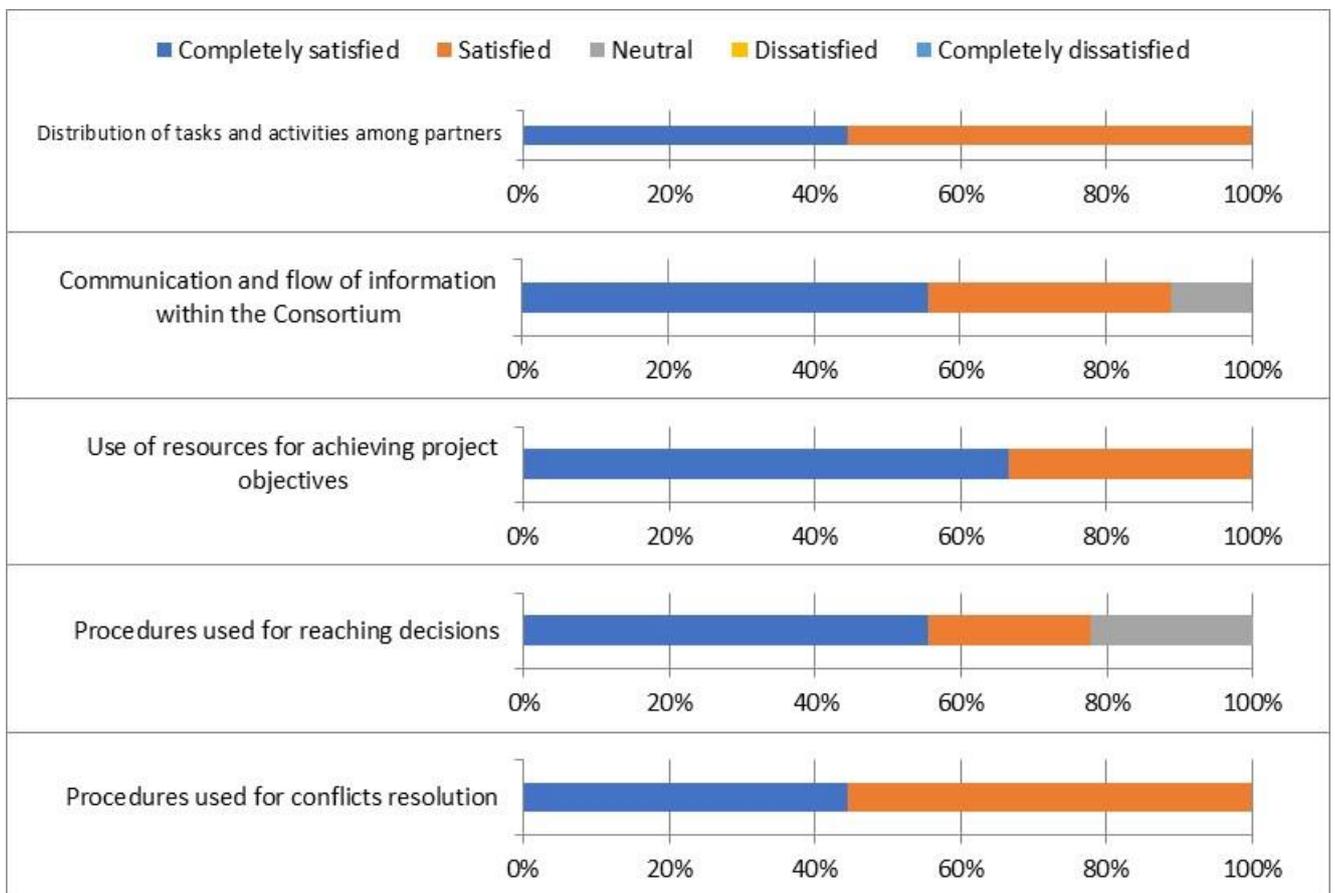


Figure 7. Internal evaluation of Management and Communication related issues.

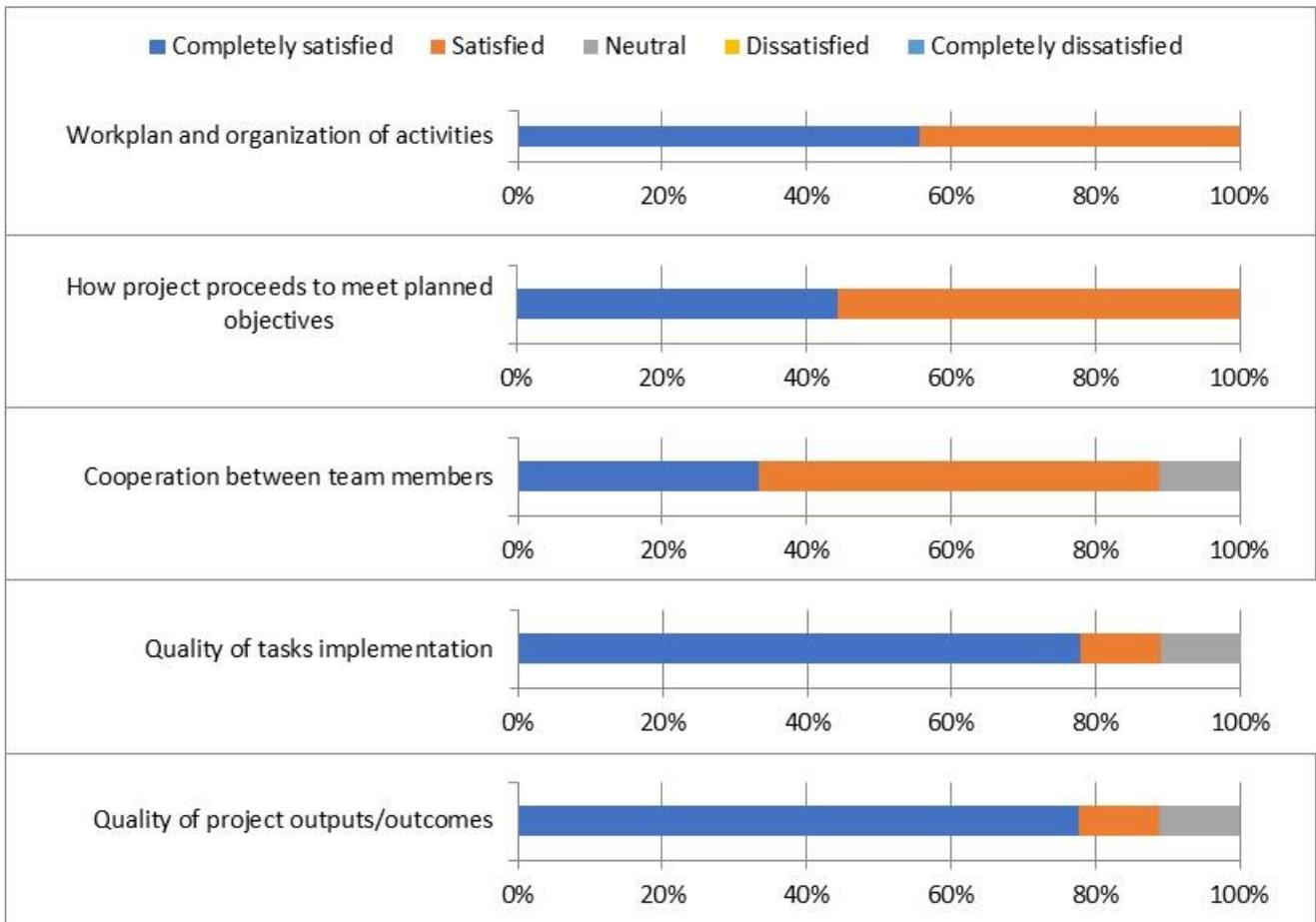


Figure 8. Internal evaluation of Implementation and Cooperation related issues.

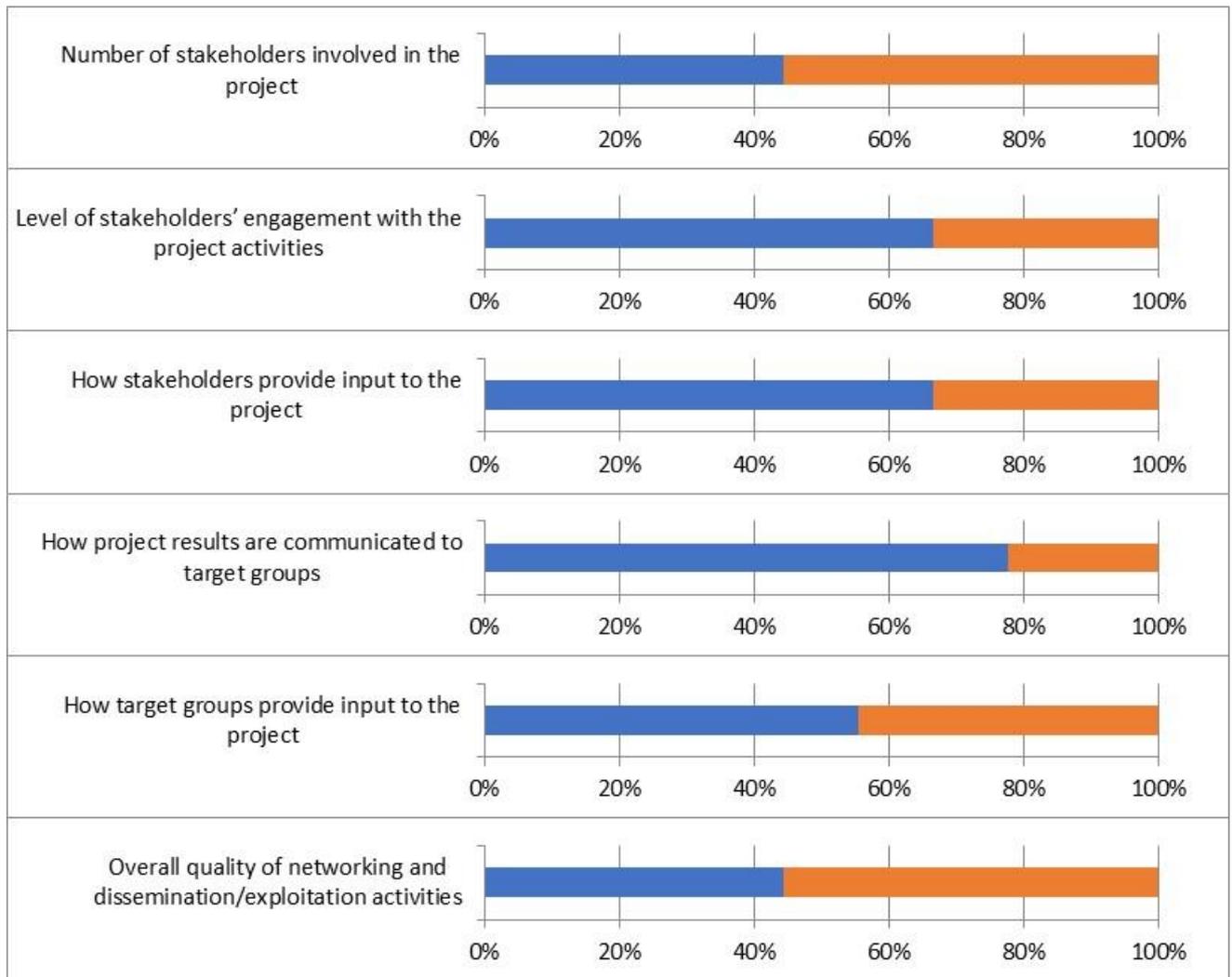


Figure 9. Internal evaluation of Networking and Dissemination/Exploitation related issues.

10 Concluding remarks

Internal evaluation of the STEPS project offered the partners with the opportunity to express their views regarding management and coordination, tasks implementation and cooperation as well as dissemination and exploitation activities. In addition, quality evaluation activities were also related to the monitoring of tasks progress and successive implementation based on indicators mentioned in the project proposal as well as in the Quality Plan document.

During the project, quality evaluation was performed in a smooth, continuous and transparent way. Communication channels between the WP leader (ReadLab P.C.) and STEPS project partners were always open in order to discuss and analyze critical milestones of the project, such as for example the complex terrain of MSc programme accreditation national laws and how it affected project implementation and also the major problems and lack of implementation, due to the Covid-19 pandemic.

Quality evaluation was performed in every meeting and event of the STEPS project, according to the project proposal and the workplan. All the results were presented in the three internal evaluation reports, which are available to the whole partnership through the project's communication platform (G-Drive). The overall purpose was to assess the progress and the quality of tasks implementation and also, highlight how the implementation could be improved. Members of the internal evaluation team had always the opportunity to provide their views by using free text, so that critical issues related to management, development and dissemination are discussed.

As one of the most important aspects of the quality evaluation related activities, a common attitude of the partnership in terms of responsiveness has to be highlighted. All partners contributed to the Internal Evaluation of the project, provided all the necessary information about tasks progress and planning to the Quality Team and responded to any review notes and corrections that were applied to the final versions of the project deliverables. Although not included in the specific tasks of the project, the development of an overall 'Quality Evaluation' attitude developed during the project can be considered one of the most important outcomes of the project itself.

ANNEX A. Meetings/Events Evaluation Form

Meeting					
Date					
Place					
Hosting Organisation					
Date of submission					
Project Meeting/Event Quality Criteria					
How satisfied are you:	Completely satisfied	Satisfied	Neutral	Dissatisfied	Completely dissatisfied
with the preparations made to organize the meeting?	<input type="checkbox"/>				
with venue arrangements and accommodation?	<input type="checkbox"/>				
with support (meeting rooms, equipment) provided during the meeting?	<input type="checkbox"/>				
with the participation of project partners in discussions and decision making?	<input type="checkbox"/>				
with the structure of the agenda (subjects/issues covered)?	<input type="checkbox"/>				
with the time assigned to the discussion of important issues?	<input type="checkbox"/>				
with the scope of information presented?	<input type="checkbox"/>				
with the meeting's overall value in helping you achieve project goals?					
with the quality of the overall meeting					

What were the strengths of this meeting?

What were the weaknesses of this meeting?

Ideas for improving project meetings / Other Comments

ANNEX B. Training Seminars Evaluation Form

Training Seminars Evaluation Questions	Completely satisfied	Satisfied	Neutral	Dissatisfied	Completely dissatisfied
A. Overall Experience					
Rate your overall experience.	<input type="checkbox"/>				
The courses cover the content you were expecting.	<input type="checkbox"/>				
The courses contributed to your professional development.	<input type="checkbox"/>				
<i>Please comment on the quality and relevance of the topics analyzed during the Training Seminars. In which way seminars contributed to your professional development.</i>					
B. Assessment of Individual Components					
<i>How satisfied are you with:</i>					
Your understanding and knowledge improvements related to the subject/topics analyzed?	<input type="checkbox"/>				
The number, the quality and the relevance of the problems/test cases presented and discussed	<input type="checkbox"/>				
The confidence level for completing the knowledge presented in the seminars	<input type="checkbox"/>				
<i>Which part of the courses did you find the most useful and interesting?</i>					
C. Interaction and Exchange of Opinions/Views					
You were provided with many opportunities to interact with your tutors.	<input type="checkbox"/>				
You were provided with many opportunities to interact with fellow students.	<input type="checkbox"/>				
<i>What were the main advantages and weaknesses of the seminars? Please provide specific comments and ideas for improvement.</i>					

ANNEX C. Internal Project Evaluation Form

Internal Project Quality Criteria	Completely satisfied	Satisfied	Neutral	Dissatisfied	Completely dissatisfied
D. Management and Communication					
<i>How satisfied are you with:</i>					
The way the activities and tasks are distributed among partners?	<input type="checkbox"/>				
The communication and information flow within the consortium?	<input type="checkbox"/>				
The use of resources for achieving project objectives?	<input type="checkbox"/>				
The procedures used for reaching decisions?	<input type="checkbox"/>				
The conflict-resolution procedures?	<input type="checkbox"/>				
<i>Please provide feedback for improving management and communication related issues</i>					
E. Implementation and Cooperation					
<i>How satisfied are you with:</i>					
The work plan and the organisation of the activities?	<input type="checkbox"/>				
The way the project proceeds to meet the planned objectives?	<input type="checkbox"/>				
The cooperation among team members?	<input type="checkbox"/>				
The quality of tasks implementation?	<input type="checkbox"/>				
The quality of project outputs/outcomes?	<input type="checkbox"/>				
<i>Please provide feedback for improving implementation and cooperation related issues</i>					
F. Dissemination/Exploitation					
<i>How satisfied are you with:</i>					
The number of stakeholders involved in the project?	<input type="checkbox"/>				
The level of stakeholders' engagement with the project activities?	<input type="checkbox"/>				
The way stakeholders provide input to the project?	<input type="checkbox"/>				
With the way project results are communicated to target groups?	<input type="checkbox"/>				
With The way target groups provide input to the project?	<input type="checkbox"/>				
With the overall quality of networking and dissemination/exploitation activities?	<input type="checkbox"/>				

