



Deliverable 8.3a External Evaluation Report (1st year)

Project Acronym:	STEPS
Project full title:	MSc in Sustainable Food Production Systems
Project No:	598963-EPP-1-2018-1-AL-EPPKA2-CBHE-JP
Funding Scheme:	Erasmus+ KA2 Capacity Building in the field of Higher Education
Coordinator:	AUT
Work Package:	WP8 Quality Plan
WP Leader:	ReadLab
Task:	8.3 External Evaluation Report
Task Leader:	ReadLab
Last Version date:	xx.xx.xxxx
Author(s):	Alexandros Vouros; Petros Chondros
Status:	Draft/Final
Dissemination Level:	Public



Document Revisions Table

Version	Date	Author(s)	Organization	Comments
8.3.1	26.7.2020	Alexandros Vouros, Petros Chondros	ReadLab P.C.	
8.3.2	2.9.2020	Alexandros Vouros, Petros Chondros	ReadLab P.C.	

Copyright © STEPS Project



This deliverable is licensed under a [Creative Commons Attribution-ShareAlike 4.0 International License](https://creativecommons.org/licenses/by-sa/4.0/).

Table of Contents

EXECUTIVE SUMMARY	5
1 AIMS AND SCOPE OF THE EXTERNAL EVALUATION OF THE STEPS PROJECT.....	7
2 METHODOLOGY	9
3 INITIAL ARRANGEMENTS AND PERSONS INVOLVED	9
4 EXTERNAL EVALUATION RESULTS	11
4.1 Main achievements, STEPS methodology applied and impact.....	11
4.2 Review of critical deliverables.....	15

Executive Summary

This report briefly summarizes the main aspects of the external evaluation STEPS project and presents the results of the external evaluation of the project outcomes and outputs produced during the first year. The aims and objectives of the external evaluation are first summarized. The initial arrangements, the persons involved and the methodology followed are then presented. The results of the external evaluation of the project, for the first year of its lifetime, are presented in their original form.

1 Aims and scope of the external evaluation of the STEPS project

As a whole, external evaluation relies on analyzing:

- **Relevance:** the extent to which the objectives and the implementation of project's tasks are consistent with the needs of the HEIs but also those of the labor market, the national organizations and the external stakeholders
- **Effectiveness:** the achievement of the specific objectives of the tasks
- **Efficiency:** the achievement of the objectives by monitoring the available budget and resources in comparison to the results produced
- **Impact:** the contribution of the project to specific issues related to the needs and the expectations of the target groups
- **Sustainability:** the measures and the actions that ensure the permanence of the impact and the further development of the project outputs/outcomes after the project lifetime.

External quality control is treated separately due to its importance to STEPS quality assurance process. It is important to take full advantage of the contribution of external experts and other stakeholders. The External Quality Team (EQT), organized at the very beginning of the project, is a team of experts who will be used for identifying non-conformities of STEPs outputs in respect to project objectives and emerging target group needs. The role of the EQT is to:

- Contribute objectively to the evaluation process, offering a “second pair of eyes”
- Bring additional expertise and a wide range of evaluation methodologies

Members of the EQT are presented in D8.1 Quality Plan report. For the external evaluation of the project for the first year, three EQT members have been selected to perform the necessary actions, according to their availability and expertise.

2 Methodology

According to the objectives of the external evaluation, three members of the EQT have been asked to provide feedback related to the:

- Significance and relevance of the STEPS project objectives
- Effectiveness and the efficiency of the methodology applied;
- Usefulness and the expandability (sustainability) of the STEPS project outputs and outcomes.

Apart from the above mentioned external evaluation aspects, the selected experts will provide feedback by reviewing the most important deliverables of the project. According to the Quality Plan agreed by the partnership at the beginning of the project, the most important deliverables reviewed by the three EQT members include:

- D1.3 Review and Analysis of Best Practices (related to the STEPS MSc programme)
- D2.1 Design of the MSc program (MSc structure and courses)
- D2.4 Design of the STEPS MSc programme courses.

The quality of the above deliverables will be evaluated by quantifying a range of critical parameters. The latter refer to the understandability, the completeness, the usability, the accessibility, the profitability, the expandability and the interoperability of the content. The exact form used for reviewing the above deliverables is the Expert Project Evaluation Form.

3 Initial Arrangements and persons involved

The EQT was organized at the very beginning of the project. Contact information of persons participating in the EQT can be found in the Quality Plan Report (D8.1). For the external evaluation of the first year's project outcomes and outputs, three members of the EQT have been recruited. Contact information of the selected EQT members is given in Table 1.

Table 1. External Quality Team Members selected for the quality evaluation of the project results (1st year)

No	Name	Position	Affiliation	Contact Information
1	Karel Nemejc	Assistant Professor, Director of IEC	Institute of Education and Communication (IEC), CULS	nemejc@ivp.czu.cz
2	Vlash Mara	Professor	Agricultural University of Tirana	vlashmara@yahoo.com
3	Anastasios Magoutas	Associate Professor	University of Athens	amagoutas@uoa.gr

4 External evaluation results

4.1 Main achievements, STEPS methodology applied and impact

External evaluation results are presented in the original form they have been provided by experts.

Karel Nemejc, Assistant Professor, Director of IEC, CULS

The presented study programme focuses on sustainable food systems in partner foreign universities. It covers sufficiently the demand for such a specialization. The programme transfers knowledge and skills from the disciplines related to the issues concerned and it integrates, among other things, knowledge from practice and it reflects the real world and its needs.

From the point of view of the study programme is based on the strategy of compared universities, on the current labour market requirements, and on the national strategy of the partner countries concerned, further, in terms of the content, structure of studies, ways of completing the courses by oral exams and test, the balance of theoretical and practical courses (i.e. in terms of the realization of the study programme), the study programme provides a valid professional foundation. The wide opportunities of the graduates to be active in the labour market can be considered significant. Overall, it includes all the necessary items for the implementation of the study programme.

In the case of methodology D 1.3: website analysis, the assessment following the universities web pages – just take into account what is written on the pages, in their documents versus how reality works.

Concerning the usefulness of the project outputs, they will certainly contribute to:

- *increasing the quality of experts in a sustainable food system*
- *common basis of skills, knowledge and competences, it will help to variability - specificity for the given regions*
- *real-life needs transfer*
- *practically oriented teaching and learning based on the needs of contemporary society*
- *mutual transfer of the knowledge, skills and competences among: society – scientists – companies – educational environment – on the international level, etc.*
- *support and promotion of the significance of the issues concerned on the national and international level*
- *cooperation with stakeholders*
- *international cooperation, etc.*

Vlash Mara, Professor, Agricultural University of Tirana

- *The significance of project objectives;*

This project has a great impact in capacity building as for the countries involved, universities, academia and food sector, filling the need for close collaboration between stakeholders, developing mechanism for continuous communication, training, knowledge transfer, make food production systems sustainable etc. Based on work implemented so far for this project seems partnership have fulfilled the objectives of project, WB HEIs have the opportunity to offer a new, modern, coherent MSc program, which can be used in the future as best practice.

- *The advantages and the weaknesses of the methodology applied;*

The advantage of this new MSc program is well studied market needs, training needs, smother linkage between academia and business, new methodology of teaching-capacity building, novelty is related to the way of offering jointly as for Albania this is the first type of degree, increasing in this manner the collaboration between HEIs, but the weak point may be that this joint program require fast flexibility adoption as for Albania and Kosovo we have collaboration with public and private HEIs, while in BiH there are different administrative, regulation in offering the program in Bihac is 60 ECTS and in Sarajevo 120 ECTS

- *The usefulness and the expandability (sustainability) of project outputs and outcomes.*

HEIs implementing STEPS CBHE project should plan to sustain and expand the outcome of the project even after the project is over; having long term usefulness and the sustainability of project outputs and outcomes, attributed to some factors:

- *To have active partnership between Implementing HEIs*
- *To demonstrate the effectiveness of the MSc program and LMS platform, website for post-project period*
- *Willingness of implementing HEIs to continue using the MSc program and LMS platform, website*
- *To secure budget and/or method to secure budget source, required to secure human resource (invited professors, experts) and material (to maintain LMS platform, website, dissemination materials, organization of events) for post-project period.*
- *To have capable human resources (professors, researchers, food experts and managers, lab technical staff) as necessary for the activities in post-project period.*
- *To prepare mechanisms such as rules and guidelines required to smoothly utilize the human resource and the materials in post-project period.*

Anastasios Maqoutas, Associate Professor, University of Athens

The idea to build on the experience of other MSc programmes is really useful for the scope of the project. Therefore, the project team had the opportunity to seek which specific ideas and novelties would better fit to the needs and characteristics of the STEPS project. In terms of the methodology used, it is not clear how the project team reached a short list of best practices. Moreover, they should briefly explain why and how can they be applied in the context of the STEPS programme. The project team should also establish a monitoring mechanism that should be used by program countries HEIs in order to identify similar new good practices after the end of the project.

The decisions about the STEPS structure and courses were seminal for the project. It is evident that project partners tried to respond to all specific needs at country and HEIs level and provided a flexible scheme which can be used by all HEIs partners in Western Balkans. With respect to the methodology used, it is important for all HEIs to outline how this programme is integrated with other programmes and fits is compatible with their mission. The major weakness of this approach is that the 'brand name' 'STEPS MSc Programme' is not easy to be shaped at regional level, since it will mean different things for different countries. On the other hand, partners may focus on the commonalities and to the fact that they have established a rigid mechanism for maintaining a multi-dimensional MSc programme. It is evident that the STEPS programme may be offered as a joint programme within a single country. However, the project team could also seek whether there is ground for regional collaboration. A convenient starting point could be the case of internships and master thesis elaboration.

The project team has built on collaborating procedures for the development of STEPS courses. It is also clear that they focused on uniformity, comprehensiveness and continuous improvement. At the same time, Western Balkans HEIs had the flexibility to make the necessary modifications in order to correspond to the needs at university and country level. In addition, the formation of small working groups with specific roles can lead to results of high quality. However, it is important for the project team to establish reviewing mechanisms in order to safeguard that the curriculum will be up-to-date. Moreover, it is easy for all HEIs to proceed in future amendments if it is necessary.

4.2 Review of critical deliverables

As already mentioned, the selected members of the EQT were asked to review the most important deliverables produced by the end of the first year of the project. Reviewers feedback was provided by using questionnaires. The filled questionnaires per deliverable are presented in the following.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Karel Nemejc				
Expert Status (position or title)	Assistant Professor, Director of IEC CZU Prague				
Deliverable Number	WP1.Deliverable 1.3				
Deliverable Title	REVIEW AND ANALYSES OF BEST PRACTICES				
Date of submission					
Overall Assessment	<input checked="" type="checkbox"/> Accept as is <input type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>The degree to which the outcome uses uniform design and notation</i>					
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Modularity <i>The degree to which parts of the outcome can be used independently</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments (In case a criterion gets less than 3, please provide written explanation)					

Detailed comments on the content

Please provide detailed revision if applicable

No	Page	Section/Paragraph	Suggestion
1	7	Quality insurance mechanisms	Quality assurance mechanism

How this deliverable/outcome could be improved?

Page numbers are not shown in the text.

How could this outcome become more exploitable at a later stage of the project?

There is a comprehensive analysis of already functioning MSc programs, selected aspects of which should be implemented in the emerging program focused on sustainable food system.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Vlash Mara				
Expert Status (position or title)	Full Professor				
Deliverable Number	D1.3				
Deliverable Title	Review and Analyses of Best Practices				
Date of submission	06.11.2019				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<p><i>The degree to which the outcome uses uniform design and notation</i></p>					
<p>Accuracy</p> <p><i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Usability</p>					
<p>Simplicity</p> <p><i>The degree to which the outcome is structured in a non-complex and understandable manner</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Learning Curve</p> <p><i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Accessibility</p>					
<p>Permeation</p> <p><i>The extent to which the outcome has been / can be successfully disseminated to the target community</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Virtuality</p> <p><i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Profitability</p>					
<p>Productivity</p> <p><i>The extent to which the outcome leads to an improvement in the productivity of those who use</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Cost vs Benefit</p> <p><i>The degree to which the benefits of using the outcome outweigh the costs</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Expandability</p>					
<p>Augmentability</p> <p><i>The degree to which the results described in the outcome can be expanded within the target sector</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Modularity</p> <p><i>The degree to which parts of the outcome can be used independently</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1	2	Document revision table	Insert the names of contributors, organization, date
2	3	Table of content	Use the same format as whole report
3	28	3.14 Master in Sustainable Agriculture and Food Systems (120ECT) BAŞKENT UNIVERSITY – Turkey Institute of Science and Engineering	There are not detailed data, format should be adjusted University of Parma substitute with University of Parma
4	33	3.20.MSc Applied Food Safety and Quality Management (University of Greenwich) 3.21. MSc Sustainable Food and Natural Resources (Liverpool John Moores University)	format should be adjusted
5	35-36	Learning outcomes	format should be adjusted as whole doc
6	38-39	Conclusions	format should be adjusted as whole doc

How this deliverable/outcome could be improved?

In general, this report should be adjusted with the template, grammar correction, format should be some adjustment, giving details where are missing

How could this outcome become more exploitable at a later stage of the project?

STEPS MSc programm should consider in continuous basis the best practice, some indicators as employment of students, their engagement in food sector, accreditation of programm may serve in the future of the joint programm to be considered as best practice developed in WB HEIs etc.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Anastasios Magoutas				
Expert Status (position or title)	Associate Professor				
Deliverable Number	1.3				
Deliverable Title	WP1.Deliverable 1.3: REVIEW AND ANALYSES OF BEST PRACTICES				
Date of submission	20.07.2020				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Consistency <i>The degree to which the outcome uses uniform design and notation</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Modularity <i>The degree to which parts of the outcome can be used</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

<i>independently</i>					
Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Comments (In case a criterion gets less than 3, please provide written explanation)					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1		(general comment)	In many occurrences the project is referred as “STEP” instead of “STEPS”
2		(general comment)	Authors should revise the deliverable for typos and make the necessary corrections in formatting (indents, punctuations, etc)
3	1-2	-	Provide authors’ names
4	4	1	OCDE -> OECD
5		(general comment)	In all tables where brief data about MSc programmes is shown there are headings about “Hyperlink to the websites”. Since this piece of information is given in the beginning of each paragraph, it is better to omit this from the title.
6		(general comment)	Provide the websites for the MSc programmes: 3.4, 3.13 – 3.22, 3.24
7		(general comment)	Provide the websites for the MSc programmes and not the website of educational portals: 3.23, 3.25

How this deliverable/outcome could be improved?

- In the methodology section authors should write down the criteria and the procedures used for naming best practices.
- In some programmes authors clearly state the best practices identified. However, in many others this is not clear.

How could this outcome become more exploitable at a later stage of the project?

Authors should focus on how the best practices identified fit in the case of the STEPS project.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Karel Nemejc				
Expert Status (position or title)	Assistant Professor, Director of IEC CZU Prague				
Deliverable Number	WP2.Deliverable 2.1				
Deliverable Title	STEPS structure and courses				
Date of submission					
Overall Assessment	<input checked="" type="checkbox"/> Accept as is <input type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>The degree to which the outcome uses uniform design and notation</i>					
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Modularity <i>The degree to which parts of the outcome can be used independently</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments (In case a criterion gets less than 3, please provide written explanation)					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1	e.g. p. 16	Use of a uniform style	pl. competences VS pl. competencias
2	e.g. p. 17 (not only)	Use of a uniform style	programm VS programme
3	p. 18	Use of verb tenses, certainty	Language of MSc Course <u>could be</u> offer (ed) in English VS <u>will be</u> offered copared to: p. 19 MSc thesis <u>will be</u> ...

How this deliverable/outcome could be improved?

How could this outcome become more exploitable at a later stage of the project?

Based on the outputs of such activities, it is possible to design an educational programme preparing experts in the field concerned and to connect experts from practice and the needs of society and the modern age as well.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Vlash Mara				
Expert Status (position or title)	Full Professor				
Deliverable Number	D2.1				
Deliverable Title	STEPS structure and courses				
Date of submission	10.01.2020				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<p><i>The degree to which the outcome uses uniform design and notation</i></p>					
<p>Accuracy</p> <p><i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Usability</p>					
<p>Simplicity</p> <p><i>The degree to which the outcome is structured in a non-complex and understandable manner</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Learning Curve</p> <p><i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Accessibility</p>					
<p>Permeation</p> <p><i>The extent to which the outcome has been / can be successfully disseminated to the target community</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Virtuality</p> <p><i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Profitability</p>					
<p>Productivity</p> <p><i>The extent to which the outcome leads to an improvement in the productivity of those who use</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Cost vs Benefit</p> <p><i>The degree to which the benefits of using the outcome outweigh the costs</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Expandability</p>					
<p>Augmentability</p> <p><i>The degree to which the results described in the outcome can be expanded within the target sector</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Modularity</p> <p><i>The degree to which parts of the outcome can be used independently</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1	20-31	Table 2-Table 14	Landscape orientation, format adjustment
2	37	Annex II-III	Substitute anexx with annex, Hertegovina with Herzegovina, put the agreements of joint MSc

How this deliverable/outcome could be improved?

Report can be accepted with minor revision as suggested above.

How could this outcome become more exploitable at a later stage of the project?

The structure of MSc is well defined, in the future can be adjusted the content of courses according to market needs, training needs, skills required, regulation and standards etc.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Anastasios Magoutas				
Expert Status (position or title)	Associate Professor				
Deliverable Number	2.1				
Deliverable Title	Deliverable 2.1. STEPS structure and courses				
Date of submission	20.07.2020				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>

<i>The degree to which the outcome uses uniform design and notation</i>					
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Modularity <i>The degree to which parts of the outcome can be used independently</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1		(general comment)	Authors should revise the deliverable for typos and make the necessary corrections in formatting (indents, punctuations, etc)
2	21-33	Tables 2-14	The data in the tables is not presented appropriately. Authors should change page orientation in those parts.

How this deliverable/outcome could be improved?

How could this outcome become more exploitable at a later stage of the project?

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Karel Nemejc				
Expert Status (position or title)	Assistant Professor, Director of IEC CZU Prague				
Deliverable Number	WP2.Deliverable 2.4				
Deliverable Title	REVIEW AND ANALYSES OF BEST PRACTICES				
Date of submission					
Overall Assessment	<input checked="" type="checkbox"/> Accept as is <input type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>The degree to which the outcome uses uniform design and notation</i>					
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Modularity <i>The degree to which parts of the outcome can be used independently</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1	5	Use of a uniform style	program VS programm VS programme; see also D2.1
2	31	English language	Elektronic address -> electronic
3	33	Literature	Focus not only on written lectures, but specify specific basic/ core literature.

How this deliverable/outcome could be improved?

See comments on the content above.

How could this outcome become more exploitable at a later stage of the project?

A meaningful MSc programme for partner universities is presented. The programme is developed at the level of courses, it contains all the necessary items, including key competences of future experts in the sector.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Vlash Mara				
Expert Status (position or title)	Full Professor				
Deliverable Number	D2.4				
Deliverable Title	Design of STEPS courses				
Date of submission	15.03.2020				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<p><i>The degree to which the outcome uses uniform design and notation</i></p>					
<p>Accuracy</p> <p><i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Usability</p>					
<p>Simplicity</p> <p><i>The degree to which the outcome is structured in a non-complex and understandable manner</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Learning Curve</p> <p><i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Accessibility</p>					
<p>Permeation</p> <p><i>The extent to which the outcome has been / can be successfully disseminated to the target community</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Virtuality</p> <p><i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Profitability</p>					
<p>Productivity</p> <p><i>The extent to which the outcome leads to an improvement in the productivity of those who use</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Cost vs Benefit</p> <p><i>The degree to which the benefits of using the outcome outweigh the costs</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Expandability</p>					
<p>Augmentability</p> <p><i>The degree to which the results described in the outcome can be expanded within the target sector</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Modularity</p> <p><i>The degree to which parts of the outcome can be used independently</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
1	19-26	Table 6. STEPS STRUCTURE	format adjustment same as whole document
2	34-38	6.2 Core Course Description for University of Sarajevo, Bosnia and Hertegovina	Substitute Hertegovina with Herzegovina, format adjustment same as whole document
3	38	6.3. Core Course Description for University of Bihac, Bosnia and Hertegovina	Substitute Hertegovina with Herzegovina, format adjustment

How this deliverable/outcome could be improved?

Report can be accepted with minor revision in the format, as is suggested above

How could this outcome become more exploitable at a later stage of the project?

Courses can be promoted in open days, open lectures, work fairs, training of stakeholders, improvement after continuous consultation with food operator business etc.

STEPS PROJECT

Expert Project Evaluation Form

Expert Name	Anastasios Magoutas				
Expert Status (position or title)	Associate Professor				
Deliverable Number	2.4				
Deliverable Title	Deliverable 2.4. Design of STEPS courses				
Date of submission	20.07.2020				
Overall Assessment	<input type="checkbox"/> Accept as is <input checked="" type="checkbox"/> Accept with minor revisions <input type="checkbox"/> Accept with major revisions <input type="checkbox"/> Reject				
Quality Criteria					
Please rate the following (1 Poor, 5 Excellent)	1	2	3	4	5
Understandability <i>is clear and concise language used?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Structure <i>is the deliverable well structured? Does it contain all necessary sections?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completeness <i>does it contain all necessary information according to STEPS technical application?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Soundness of methods used <i>is the research/study/development/evaluation etc. method appropriate?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Correctness					
Completeness <i>The degree to which the outcome implements fully the requirements/functions envisaged in the project plan</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<i>The degree to which the outcome uses uniform design and notation</i>					
Accuracy <i>The degree to which the outcome provides the required precision with respect to real life sectorial requirements</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Usability					
Simplicity <i>The degree to which the outcome is structured in a non-complex and understandable manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Learning Curve <i>The pace in which the project target group will be able to use the outcome (after training if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Accessibility					
Permeation <i>The extent to which the outcome has been / can be successfully disseminated to the target community</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Virtuality <i>The extent to which usage of the outcome does not require knowledge of the physical, logical, or topological characteristics of the project</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Profitability					
Productivity <i>The extent to which the outcome leads to an improvement in the productivity of those who use</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Cost vs Benefit <i>The degree to which the benefits of using the outcome outweigh the costs</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Expandability					
Augmentability <i>The degree to which the results described in the outcome can be expanded within the target sector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>
Modularity <i>The degree to which parts of the outcome can be used independently</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

Portability					
Independence <i>The degree to which the results described in the outcome do not depend on fast changing factors</i>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Standardisation <i>The extent to which the contents of the outcome use or conform to standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Interoperability					
Commonality <i>The extent to which the outcome uses commonly accepted metaphors (for access, usage, data representation etc)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Contribution to standards <i>The extent to which the outcome can potentially contribute to existing or new standards</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Timeliness <i>Refers to timelines of activities and results</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Stakeholder satisfaction <i>Refers to the extent to which stakeholders are or will be satisfied with the content and quality of deliverable</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Sustainability <i>The like hood that any benefits produced by the outcome will continue to positively affect the stakeholders after project end</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Impact <i>Estimated effect of the specific outcome to the broader sector, considering the corresponding impact indicators listed in the STEPS Technical Application</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
Comments <i>(In case a criterion gets less than 3, please provide written explanation)</i>					

Detailed comments on the content			
<i>Please provide detailed revision if applicable</i>			
No	Page	Section/Paragraph	Suggestion
2		(general comment)	Authors should revise the deliverable for typos and make the necessary corrections in formatting (indents, punctuations, etc)

How this deliverable/outcome could be improved?

- The authors should refer to how this deliverable builds on the findings of previous deliverables.

How could this outcome become more exploitable at a later stage of the project?