



Report on external quality assurance

DEV 5.2



BAEKTEL

Blending academic and entrepreneurial knowledge
in technology enhanced learning

*Blending **Academic** and **Entrepreneurial** Knowledge
in Technology enhanced learning – BAEKTEL*

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DEV 5.2

Report on external quality assurance

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Contents

1	Introduction	5
2	Activities/step by step organization.....	5
3	Results	6
4	Conclusions.....	7

1 Introduction

This document is a report on the activities carried out within the BAEKTEL project (Blending academic and entrepreneurial knowledge in technology enhanced learning) which cover DEV 5.2., External quality assurance. External quality assurance represents one of the three ways devised by the partners to ensure the quality of all core activities throughout the entire duration of the project: by regional partners (DEV 5.1), by EU partners (DEV 5.2) and by an independent auditor outside the consortium.

2 Activities/step by step organization

The activity carried out include a series of sub-activities, which all contributed to the realization of the general goal (quality assurance from both **content** and **management** points of view). These sub-activities are:

- Meetings for discussing (among others) the points included in the QA plan.
- Establishing the **theoretical framework for the QA activities**. For instance: modelling the QA processes, modelling responsibilities in QA processes, QA procedures etc.
- Developing the **general QA plan**, which includes indications for a series of processes such as general communication, management of deliverables, meetings, project reporting, problem/trouble handling and risk management.
- Generating the templates for quality evaluation of deliverables through means of **checklists** and **questionnaires**. There were generated and sent to the partners a series of Annexes containing tools for quality assurance evaluation.

In both internal and external QA activities the focus was on the quality of OER material and other TEL content as well as the quality of WB PC BAEKTEL nodes and the BAEKTEL portal content. The basic means of quality assessment, according to the developed tools and methodologies, were questionnaires and peer reviewing.

External monitoring was carried continuously. Progress monitoring and evaluation was also carried out in training and dissemination meetings held by partners where progress on WPs is assessed by all the participants. The same step - by - step process and the same procedures applied for the internal monitoring were also used in the external QA activities.

Based on the internal evaluation reports, an external evaluation of the project is realized by an EU partner (TUASI). The role of all quality reports is to show if the workflow devised in the QA plan was respected for each deliverable and to what extent the quality was a key property of those deliverables.

3 Results

The main quality indicator of progress for DEV 5.2 is represented by external QA reports. Each year, based on the internal QA reports, one general report is elaborated. The general details of these reports can be found on the project portal as follows:

Table 1. Details about the external QA reports

Report no.	Period covered	WP included
1	12.2013-12.2014	1
2	12.2014-11.2015	2,3,4,5
3	11.2015-04.2017	2,3,4,6,7

The main reason for extending the period the 3rd QA external report is represented by the extension of the project until 31.04.2017.

The structure of the external reports is similar to the structure of the internal reports, the main difference consisting in: **i)** external report are written only in English, while the internal reports are bilingual; **ii)** the external reports not only that synthesize all the activities carried out in the specific period covered, but also correlate the Key Performance Indicators from the Logic Framework Matrix with the results of the project. In this manner, the progress of BAEKTEL is easier to monitor and evaluate, taking into account all the problems and work-around employed to solve them.

A summary of the meeting and dissemination activities included in the External QA reports is presented in Table 2.

Table 2. Meeting and dissemination activities included in the external reports

Report no.	Meetings	Dissemination and communication
1	11 meetings from which: <ul style="list-style-type: none"> - 1 kickoff - 1 regional - 2 training and dissemination - 1 working and monitoring - 2 working - 2 technical - 1 training and working - 1 training 	<ul style="list-style-type: none"> - 1 Public project website - 1 Internal project website - 1 Facebook page - 1 Newsletter article. Newspaper - 2 Journal article. Newspaper - 1 Conference abstract. Conference - 5 Conference papers. Conference - 1 Panel. Panel
2	8 meetings from which: <ul style="list-style-type: none"> - 2 training - 2 working 	<ul style="list-style-type: none"> - 1 Public project website - 1 Internal project website - 1 Facebook page - 4 Journal article. Newspaper

	<ul style="list-style-type: none"> - 1 technical - 1 workshop - 1 technical and monitoring - 1 dissemination and technical 	<ul style="list-style-type: none"> - 8 Conference papers. Conference - 1 TV/Journal
3	<p>22 meetings from which:</p> <ul style="list-style-type: none"> - 3 internal quality assurance - 1 visit - 3 working - 3 training - 1 conference - 3 dissemination - 1 workshop - 1 regional - 4 technical - 1 training and working 	<ul style="list-style-type: none"> - 5 conference papers - 6 media coverage (YouTube, Facebook, TV) - 9 special working sessions - 11 student information days

4 Conclusions

DEV 5.2 focused on the external quality assurance reports, which covered all the activities of the project. The main conclusion of this reports was that all the activities planned in this project were properly realized.