



CRE8IVE
2nd Meeting, Thessaloniki Greece
Quality Assurance - Update M6
Updated following discussion in meeting



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Erasmus+

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What is Project Evaluation?

- Systematic monitoring and evaluation of the Project
- Objective: achieve maximum standards of quality
 - Project procedures, products, deliverables comply with objectives and purpose
 - Mistakes kept to a minimum
 - Quality of project products/deliverables monitored and ongoing improvement
 - Feedback throughout the project utilized to improve quality and efficiency of project implementation

Initial Development Milestones

March 2016 – some delay

- BY CARDET
- Internal evaluation M6
- Summary of the findings produced (A6)

September 2016

- BY CARDET
- Internal evaluation M12
- Summary of the findings produced (A7)

March 2017

- BY CARDET
- Internal evaluation M18
- Summary of the findings produced (A8)

Interim and Summative Evaluation

- EXTERNAL EVALUATOR FROM AESD
- Formative Interim Evaluation Report (A9) and a and a Summative Final Evaluation Report (A10) will be produced.

A6 Report (Internal evaluation exercise for quality assurance for first 6 months)

- A6 Evaluation report deadline: **22 April 2016**
- **Depended on:**
 1. Deliverables which will be ready within the next days (O1, A20)
 2. Decisions on which parts of the O2 deliverable we decide that the evaluation will be on
 3. Sub-groups – have they met?

Which were discussed and agreed upon at the meeting

Evaluations relevant to this stage of the Project (M6)

	Type of evaluation	Who	When (M)					Method
1	Deliverables Evaluation Checklist	All partners	6	12	18			Excel
2	Satisfaction with Meetings	All partners	After each meeting					Online
			2	6	12	18	24	
3	Interim Evaluation Questionnaire	All partners	6	12	18			Online
4	Interim Survey for local sub-group members	Local Sub-group members	6	12	18			Online
5	Evaluation rubric about deliverables	All partners	6	12	18			Excel

1. Deliverables Evaluation Checklist – at M6 Stage

	Deliverable	Deliverable due date	When, who, what (let's complete this together)
1	A1: Event Report of Transnational Meeting in Italy	M1	Prepared
2	A2: Event Report of Transnational Meeting in Greece	M6	8/4/2016 AESD
3	A6: Internal evaluation exercise for quality assurance	M6	15/4/2016 Responses to be sent by partners
4	A20: Newsletter	M6	8/4/2016 AESD
5	IO 01 (A11-A17): Summary Research Report	M6	30/4/2016
6	IO 02: Web-based Platforms	M1-M24	For the Website

given the set deadlines for deliverables, Deliverables Evaluation Checklist to be completed by 15/4/2016

Evaluations relevant to this stage of the Project (M6)

1	Type of evaluation	Who	When (M)					Method
			6	12	18	24	30	
1	Deliverables Evaluation Checklist	All partners	6	12	18	24	30	Excel
2	Satisfaction with Meetings	All partners	After each meeting					Online
			2	6	12	18	24	
3	Interim Evaluation Questionnaire	All partners	6	12	18	24	30	Online
4	Interim Survey for local sub-group members	Local Sub-group members	6	12	18	24	30	Online
5	Evaluation rubric about deliverables	All partners	6	12	18	24	30	Excel

2. Satisfaction with Meetings – at M6 Stage

	Meeting	Meeting due date	When
1	M1: Meeting in Italy	M1	Completed
2	M2: Meeting in Greece	M6	15/4/2016

Evaluations relevant to this stage of the Project (M6)

	Type of evaluation	Who	When (M)					Method
1	Deliverables Evaluation Checklist	All partners	6	12	18			Excel
2	Satisfaction with Meetings	All partners	After each meeting					Online
			2	6	12	18	24	
3	Interim Evaluation Questionnaire	All partners	6	12	18			Online
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5	Evaluation rubric about deliverables	All partners	6	12	18			Excel

3. Interim Evaluation Questionnaire – at M6 Stage

	Questionnaire	When
1	Interim evaluation questionnaire	15/4/2016

Evaluations relevant to this stage of the Project (M6)

	Type of evaluation	Who	When (M)					Method
			6	12	18	24	30	
1	Deliverables Evaluation Checklist	All partners	6	12	18			Excel
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5	Evaluation rubric about deliverables	All partners	6	12	18			Excel

4. Interim Survey for local sub-group members – at M6 Stage

	Survey	Deliverable due date	When (let's complete this together)
1	Interim Survey for local sub-group members		The local sub-groups will meet in the next QA reporting period, therefore this is not required at the moment

Evaluations relevant to this stage of the Project (M6)

	Type of evaluation	Who	When (M)					Method
			6	12	18	24	30	
1	Deliverables Evaluation Checklist	All partners	6	12	18			Excel
2	Satisfaction with Meetings	All partners	After each meeting					Online
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3	Interim Evaluation Questionnaire	All partners	6	12	18		Online	
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5	Evaluation rubric about deliverables	All partners	6	12	18		Excel	

5. Evaluation rubric about deliverables – at M6 Stage

	Deliverables relevant to this stage	Deliverable due date	When
1	Research Report evaluation rubric	30/4/2016	Next QA reporting period



Deadlines for completing M6 Evaluation

	Type of evaluation	When will the surveys will be completed by
1	Deliverables Evaluation Checklist	15/4/2016
2	Satisfaction with Meetings	Meeting 1: Completed
		Meeting 2: 15/4/2016
3	Interim Evaluation Questionnaire	15/4/2016
4	Interim Survey for local sub-group members	Next QA Reporting period
5	Evaluation rubric about deliverables	Next QA Reporting period



Interim Evaluation Report

First Draft	22/4
Comments	6/5
Final Report	9/5

Thank You!