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# INOWASIA

## WP4: Quality Control

### M6 – Quality Report

**Project Title: Development of innovative multilevel  
formation programs for the new water leading  
professionals in South East Asia**

Project acronym: INOWASIA

Project Number:

619225-EPP-1-2020-1-ES-EPPKA2-CBHE-JP

Funding scheme: Erasmus+ Programme (Capacity-Building projects in the  
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# 1. BACKGROUND

## 1.1 Introduction

This report is the second of twelve (trimonthly) reports that will be produced during the project’s lifetime. It comprises the period since the beginning of the project in January 2021 up until June, 30<sup>th</sup> 2021. This internal evaluation is part of the Quality Assurance Plan, and it is made with the information and comments provided by the partners of the project. The information has been collected through different surveys.

The report is structured in three sections. The first one provides a general overview of the progress of the project. It also gives information on what partners think is working well and what need to be improved.

The second section analyses the progress of each Work Package (WP). First with a short description of what has been accomplished.

The final section contains the conclusion of the report and some recommendations. Being this an intermediate report, the conclusions are intended to help to keep the project on track and improve any aspect that can help to make this project successful.

## 1.2 Timeline

All partners of the INOWASIA consortium agreed to follow the timeframe indicated below for the successful accomplishment of all QA internal procedures:

Nº	Title	Month	Survey/ Draft	Due date/ Final Report
1	Monitoring Evaluation Plan (D4.1)	2-4	April 2021	2023*
2	Trimonthly technical reports (D4.2)	3.6.9.12.15.18.21 24.27.30.33.36	January 2021	January 2024
3	Monitoring and Evaluation Report 2 (D4.3)	12.24.36	January 2022	January 2024

Table 1: Quality plan results expected

*\*To be updated throughout the project life cycle*

## 2. GENERAL EVALUATION OF THE PROGRESS OF THE PROJECT

This general evaluation will be done in M12 report, which will include “The interim questionnaire M12”.

According to the activities described in the project proposal, those to be done until 6M are:

WORK PACKAGE	Due date	Date finish	Leader/Coleader	Status
<b>WP1: Preparation</b>	15/01/2021	14/06/2021		
1.1 Research and Analysis	15/01/2021	14/06/2021	FSUB/ Co- UBB	Ongoing
1.2 Define local emphasis	15/02/2021	15/05/2021	FSUB/ Co- UBB	Ongoing
<b>WP2: Development I</b>	15/04/2021	14/07/2022		
2.1 Develop academic content and structure	15/04/2021	15/01/2022	ITC/ Co- UdG	Ongoing
2.2 Teaching methodology establishment	15/06/2021	15/10/2021	ITC/ Co- UdG	Ongoing
2.3 Start of the Accreditation procedures	15/08/2021	15/01/2022	ITC/ Co- UdG	Not start
2.5 Implement teacher training and mobility	15/08/2021	15/07/2022	ITC/ Co- UdG	Not start
<b>WP4: Quality Plan</b>	14/02/2021	14/01/2024		
4.1 Define and implement a monitoring and evaluation plan	15/02/2021	15/05/2021	NUOL/ Co- WUSMED	Done
4.3 Project quality control reports	15/03/2021	14/01/2024	NUOL/ Co- WUSMED	Ongoing
4.4 External evaluation	14/01/2022	14/01/2024		Not start
<b>WP5: Dissemination &amp; Exploitation</b>	15/01/2021	14/01/2024		
5.1 Dissemination plan	14/02/2021	14/03/2021	IRD/ Co- SU	Done
5.2 Dissemination campaign	14/02/2021	14/01/2024	IRD/ Co- SU	Ongoing
5.3 Local dissemination events	14/03/2021	14/01/2024	IRD/ Co- SU	Not start
5.4 Planning for sustainability	14/01/2022	14/01/2024	IRD/ Co- SU	Not start
<b>WP6: Management</b>	15/01/2021	14/01/2024		
6.1 Establishment of the management structures and procedures	15/01/2021	15/03/2021	UdG/ Co- VNU	Done
6.2 Management plan	15/02/2021	15/02/2021	UdG/ Co- VNU	Done
6.3 Financial and administrative management	14/01/2022	14/01/2024	UdG/ Co- VNU	Ongoing
6.4 Management of project progress	15/02/2021; 15/07/2021; 15/02/2022; 15/07/2022	15/02/2021; 15/07/2021; 15/02/2022; 15/07/2022	UdG/ Co- VNU	Ongoing

## 3. EVALUATION OF THE PROGRESS BY WORK PACKAGE

### 3.1 WP1: Preparation

Not yet evaluated

### 3.2 WP2: Development I: modular curriculum development and teaching capacitation

Not started yet

### 3.3 WP3 Development II: Implementation of the modules and water living labs in PC's HEI Campus

Not yet evaluated

### 3.4 WP 4: Quality Plan

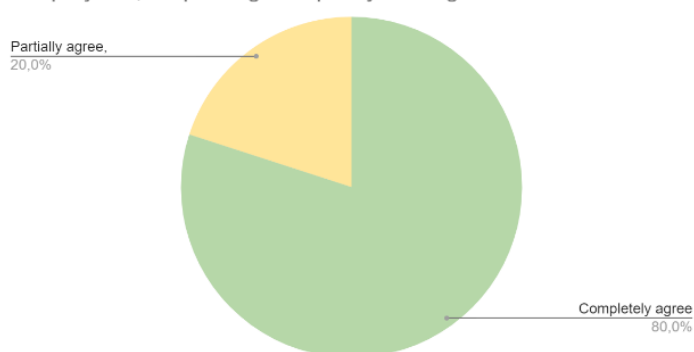
The objective of this work package is to establish criteria, tools and procedures for monitoring and evaluating the project in terms of both processes and outputs. Therefore, this WP covers the monitoring, evaluation activities according to quality criteria established for key elements of each WP to ensure the quality of the project activities. From this work package, there have been finished different deliverables:

- (1) Trimonthly Interim Evaluations Report (month 3,6)
- (2) The first draft of Quality Assurance Plan. It is expected to be finished at the end of April 2021. After completed, it will be delivered to all partners for comments and then to be finalized.

#### 3.4.1 QA Plan Evaluation

In June 2021, the Questionnaire for Quality Assurance Plan Evaluation was sent to all partners.

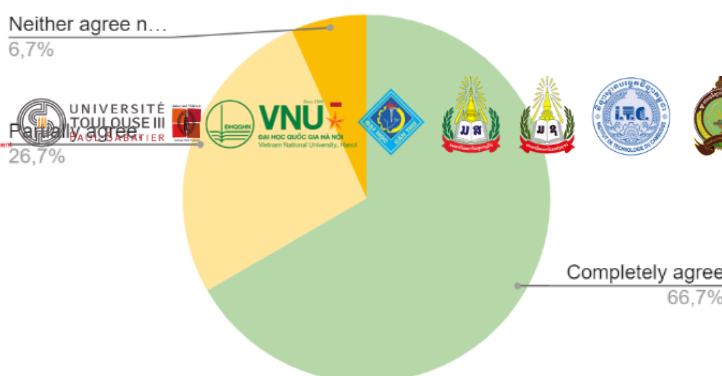
The plan is drafted based on the nature and requirements of EU projects, respecting the quality management



In terms of clarity of presentation of the plan, about the adequacy to the requirements and specifications of the commission and proposal based on the requirements of EU projects regarding the quality management 80% of the partners agreed and completely agreed on these statements.

The overall content of the plan was evaluated in a very positive way as well-organised, the procedures were evaluated by the most as

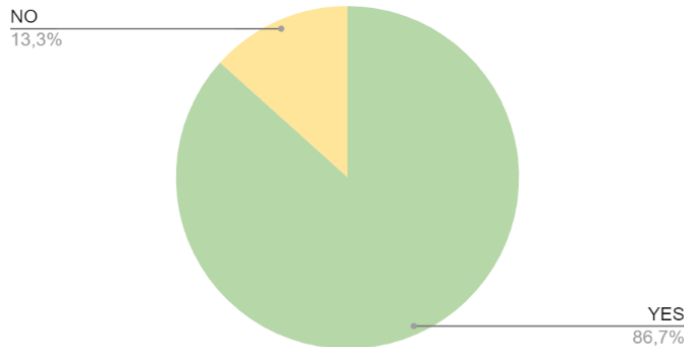
Appropriate quality management/ quality assurance actions are utilised for each deliverable





clearly explained and by few to be improved. Majority agrees that disclaimers and logos are included on every deliverable and WP. Deliverables actions can be improved for some partners that demand specific help.

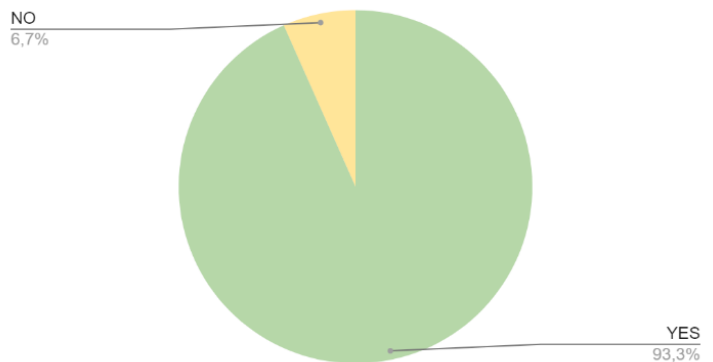
Appropriate revisions were made to the plan throughout the project's life-cycle in accordance with specific needs that emerged



According to different indicators, all partners agreed that the public plan to all partners and the specific dimensions were presented explaining the different aspects of the project that will be evaluated. Despite two members consider that the plan was not revised, the rest of the partners agreed on the appropriate revisions were made to the plan throughout the project's life-cycle in accordance with specific needs.

In general, all partners agreed that the quality management/ quality assurance was explained in order to be assessed throughout the project's life cycle and reach the expected indicators explained in the application form.

Evaluation questions were provided to explain how quality management/quality assurance would be assessed throughout the project's life-cycle



### 3.5 WP 5: Dissemination & Exploitation

This work package covers all dissemination activities and exploitation of results for ensuring the sustainability of the project and activity implementation success, which will permit spreading the methodology around Asia. In order to evaluate it the following questionnaires has been done.

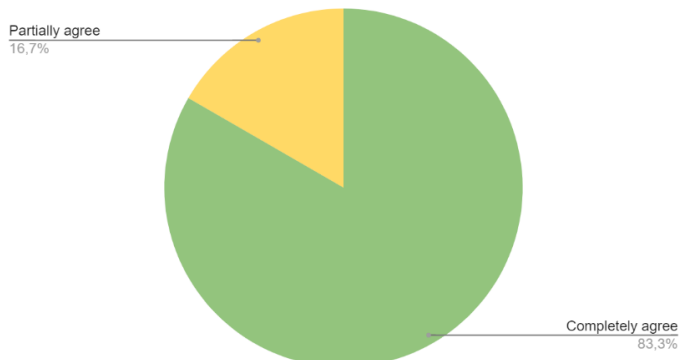


### 3.5.1 Dissemination and Communication Plan

During June 2021, a questionnaire was sent to all partners to evaluate the dissemination and communication plan.

Around 80% of the partners believe that the scope of the project dissemination plan is clearly presented, meets its intended objectives as defined by the project and the tone and writing style are appropriate for the intended audience.

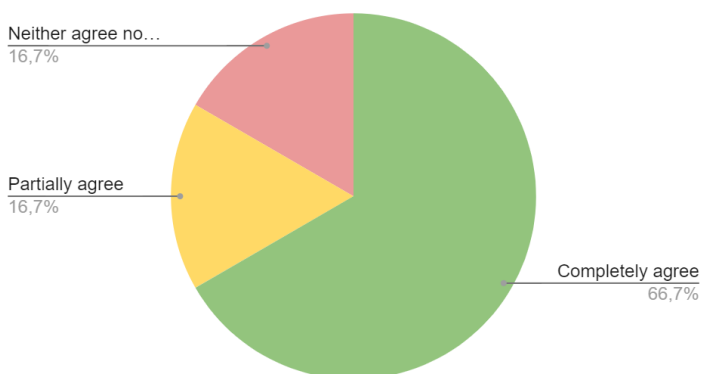
The purpose/scope is clearly presented



Regarding the structure of the plan, all partners agree or partially agree that the content is well-organized however it is important that a revision with the dissemination leader and coordinator has to be done.

Partners highly agree that Ideas and issues related to the main points presented are thoroughly discussed and the methodology followed is clearly described.

The overall content is well-organised

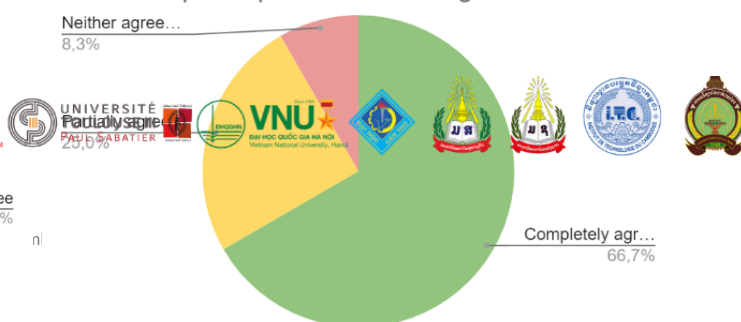


Partners agree that appropriate solutions and recommendations are presented and the arguments and ideas have clear evidence provided. Regarding the participation in meeting discussions by all partners it could be improved by few despite in general there is very good participation.

The methodology followed is clearly described



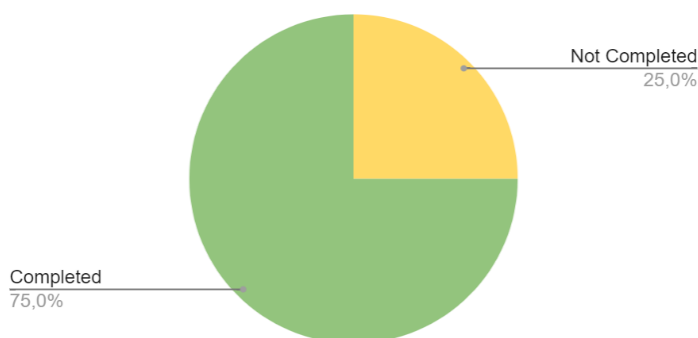
Partner's participation in meeting discussions



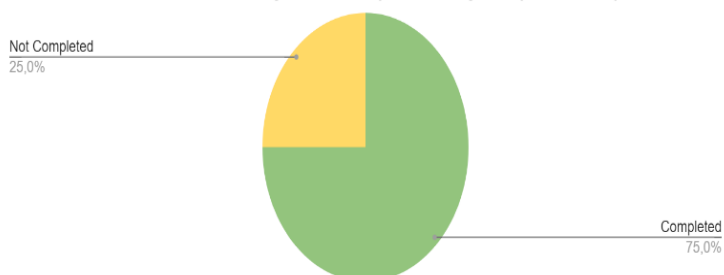
When asked to evaluate about the requirements and specifications of the commission and the proposal, most of the partners agreed the plan is formatted accordingly and the logos and disclaimers are included.

Regarding the dissemination and sustainability plan of the project, being decided and made public to all partners there is a division of opinion and it reflects that it can be improved by controlling and providing it to the rest of partners. Most of the partners have received the strategic dissemination and sustainability plan.

### A strategic dissemination & sustainability plan was drafted and explained to all partners



The dissemination & sustainability activities were adequate for each dissemination & sustainability level as specified by the partnership



The timeframe to complete the activities was difficult to accomplish by the most of the partners but on the other side, most of them agree the activities were appropriate for the key target groups and in line with the scope and objectives of the project. In general, all the activities were evaluated adequate for each level specified by the partnership.

Partners developed successfully and effectively defined objects for each subsector and communication channels and modalities were appropriate according to the majority of the partners. Regarding the requirement agreed for dissemination on each partner level it is reflected that more than half have not completed it yet.

Finally, it is noted that the strategy to monitor the dissemination progress needs to be improved and include all the target languages.

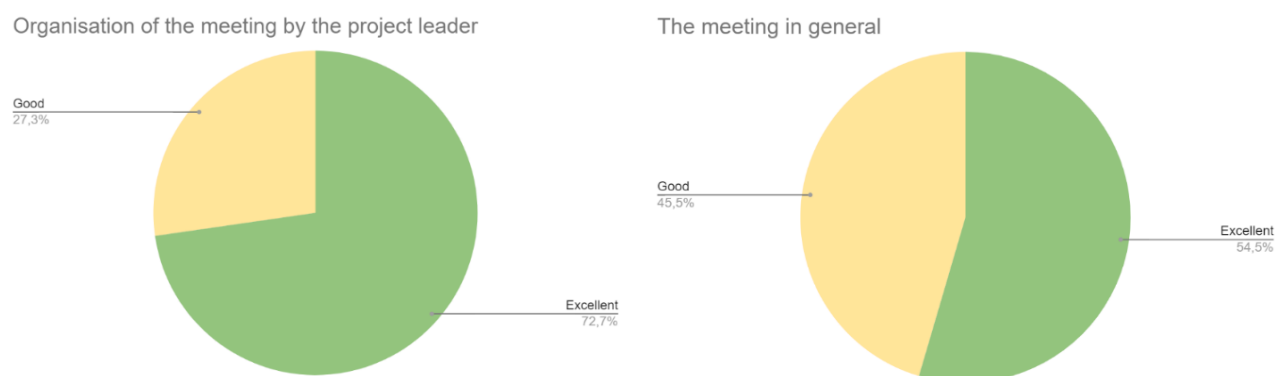
### 3.6 WP6: PROJECT MANAGEMENT

This WP covers all project management activities and has the following objectives to ensure the overall progress and timely delivery of the project activities, coordinate the consortium within an effective management and communication mechanisms, periodically control the financial expenditures of the project consortium and report the project progress to the EU Project Officer.

#### 3.6.1 Project Management meetings - KOM

The Kick Off Meeting was placed on line (Due to COVID – 19), on February, 26<sup>th</sup> – 2021. From the main indicators asked for, the most relevant had a very good score. 54,5% valued the meeting in general as excellent and 45,5% as good. Regarding meeting agenda partners gave same results.

As main important point, partners evaluated the overall organization of the meeting by the project leader as excellent and good.



When partners were asked to improve specific issues, the main answers were focused on participation and communication among partners, clarifications with responsibilities for each partner (to do list), more and some minor issues regarding time control, internet connection from some partners and ambient noise.

COVID – 19 has interrupted face-to-face meetings and some partners feel not all questions were answered. Regarding this, the coordinator could avoid it by arranging smaller meetings with country partners to the level of preparedness by each partner or ask to the leading partners to send a list with the main issues to be discussed during the meeting.

On the other side, partners agreed about the good organization of the meeting, the good communication among the participative partners, which ended-up with a good discussion about the objectives of the project and the way to develop of innovative multilevel formation programs for the new water leading professionals in South East Asia.

Finally, the questionnaire had an open question in order to have improvements and suggestions, and a minute for the coordinator would be highly appreciated and open questions at the end of the meetings could be open despite it was also offered in this KOM.

Finally yet importantly, partners mentioned that face-to-face meeting are much needed in order to understand better and solve doubts. Some have concerns about the budget.

## 4. GENERAL CONCLUSIONS

In terms of conclusions, the general perception after analysing the responses given by the partners is that the project is proceeding in a satisfactory way. However, as mentioned, some Work Packages have not started yet and this report have compiled partner's perception from the KOM, Dissemination and Communication plan and the QA plan.

The main problem identified in these firsts six months of the project is the uncertainty due COVID-19 and how it may affect to the project implementation in terms of partner's coordination and reaching the target students and teachers. On the other side, partners are motivated and they perceived good feeling to work together despite the pandemic situation. Although it is a limited time to draw specific conclusions, it must be considered that improvements have been made since the first report was delivered.