



**ACTIVE LEARNING IN ENGINEERING
EDUCATION**

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CBHE-JP**

5TH MEETING EVALUATION REPORT

13TH-14TH MAY 2020

ONLINE MEETING

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1. INTRODUCTION

This report evaluates the Fifth Meeting of the ALIEN project, held between the 13th and 14th May 2020, online due to the pandemic of Covid-19. This evaluation is based on the feedback from 10 participants that attended the meeting and answered a standardized questionnaire assessing the specific components of the meeting, as well as its strengths and weaknesses. The survey was conducted online via Google Forms.

2. MEETING EVALUATION

The overall perceived quality of the meeting seems to be positive, with all questions having more than 70% of the participants having a positive response (that is, answering with agree or fully agree).

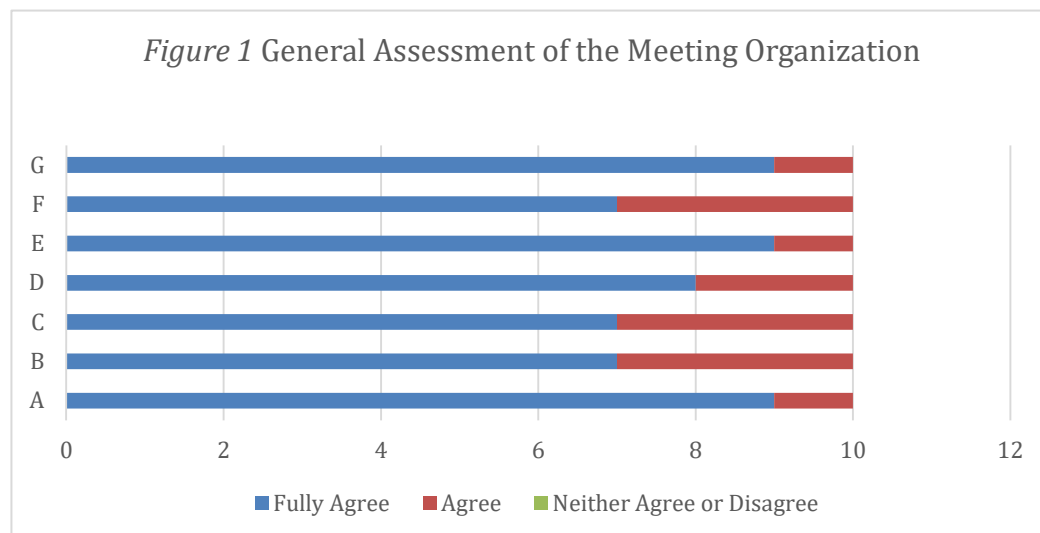
2.1. MEETING ORGANIZATION

Overall, the level of satisfaction with the meeting organization seems to be positive, with almost all questions receiving an approval rating (that is, answering fully agree or agree) of 70%, with no questions having a negative response.

The schedule and agenda of the meeting were prepared in due course - all the partners considered that they had received all the information about the meeting in a timely manner, having been given sufficient advance notice of the schedule and location of the meeting. Regarding the access to the virtual meeting, almost everyone agreed that it was easy to access. Regarding the system facilities the response was also overall positive. The agenda of the meeting also had a positive evaluation in terms of balanced and focused on the key points of the meeting.

Regarding the way the meeting was conducted, the overall assessment was also positive, in general, the timetable was respected and the presentations by the partners were clear and understandable. There were however some deviations

from last meeting, with more people giving the highest rating in these meeting regarding the presentations by partners. Note that in the last meeting one person gave a neutral assessment, but in this meeting, all the partners answered “fully agree” or “agree”. In sum, regarding the planning and management of the meeting, most partners fully agree (90%) or agree (10%).



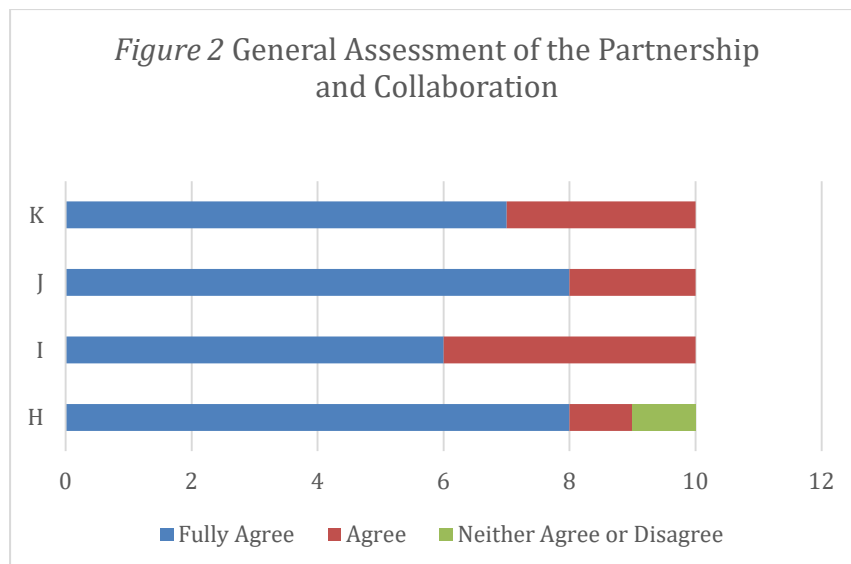
2.2. PARTNERSHIP AND COLLABORATION

Given the size of the partnership and the different countries/continents involved in the project, it is important to ensure that the partners can effectively communicate with each other and that the activities are well coordinated, especially in an online meeting.

Regarding this aspect, the overall assessment was equally positive in general, which is similar to what happened in the previous meeting. However, in the first question of this section 1 participant gave a neutral answer. Regarding the communication between partners the answers were balance between “fully agree” (60%) and “agree” (40%).

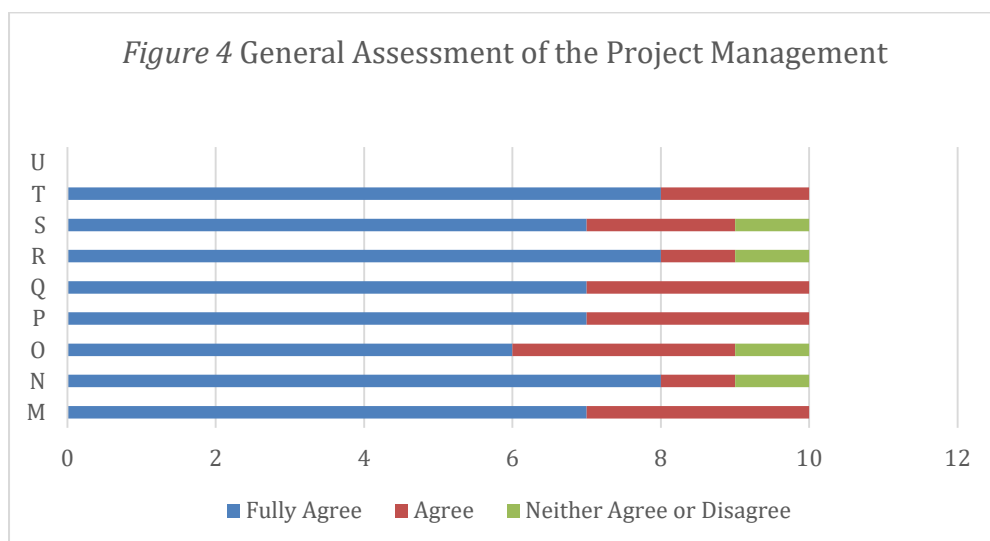
In the question regarding the development of trust and positive attitudes among partners the assessment was also 100% positive, with most people

(80%) answering with the highest possible ranking, which is an improvement comparing with the previous meeting.



Following the meeting, most partners (70%) agreed that the project was built on a strong partnership with an efficient administrative and financial coordination (Figure 3) and 30% fully agreeing. Contrary to the last evaluation meeting, there was no one that gave a neutral answer, so, there was a slightly improvement.

2.3. PROJECT MANAGEMENT



In general, the assessment of the way the project is being managed is good, with 70% fully agreeing and no one giving a neutral answer, which is better than the last evaluation since it had 1 neutral answer. In the next two questions, regarding the administration structure and procedures and the financial management, in the last meeting we had 2 people giving a neutral answer and now we had 1 in both. Regarding the project activities and task, all partners gave a positive assessment, with the majority (70%) giving the highest ranking in this regard. This is similar to what happened in the last meeting.

Regarding the role of each institution/organization in the project, all partners agreed that this was made clear during the meeting.

Lastly, regarding the framework, most of the partners have a clear understanding of the framework and deadlines, but now one person gave a neutral assessment, which didn't happen in the last meeting.

Regarding to the feasibility of the timescales, in similarly to the last meeting 1 person gave a neutral answer.

Namely, the meeting enabled the participants to clear up questions respective to: schedule issues, project activities administration and financial issue, partner's tasks, extension of the project, financials matters, the next steps to undertake and the results required by Erasmus.

Overall, most partners agreed that the meeting had a positive impact on the progress of the project. Although there was an increase in the proportion of people giving the highest ranking to the impact of the meeting (80% in this meeting vs 61% in the previous meeting).

3. PERCEIVED WEAKNESSES & OPPORTUNITIES/THREATS

Through the questionnaire sent to the partners, it was possible to ascertain the perceived strengths, weaknesses, opportunities and threats of the project.

Regarding the **concerns** that the project presents to each partner organization, the following aspects were pointed out:

- Financial issues referring to reporting staff costs
- The Coronavirus
- Administrative and financial issues
- The feedback was sent late
- Managing travelling allowances during the Covid-19 period
- Grant extension
- Time
- Lack of proof of dissemination activities

However, there are also some concerns, that may present some **obstacles in the near future** such as:

- Having to put some extra effort needed to close the project nicely;
- Covid-19 will not allow us to implement the activities as planned;
- To physically use the Lab during the Covid period;
- Concerns about completing the remaining activities and collect all the results as requested.

Some **suggestions** were made, such as:

- Engage students and educators for impact;
- Spend traveling budget for salary and equipment;
- Update frequently new information to all partners to make us more chance to keep up the schedule if we have some delay or missing.

4. CONCLUSION

The overall evaluation indicates that the reaction to the meeting was positive.

The main concern appointed out was the Covid situation and how this would affect the project.

The partners seem to have a positive assessment of the outcomes of the project.