



6th Output

4th INTERNAL QUALITY REPORT

[This report should be made to report activities related with the project namely: meetings, workpackages reports, quality report and other activities.]

partner in charge **UNIVERSITY OF HUMANITIES AND ECONOMICS IN LODZ**

date **March 2015**

location **University of Humanities and Economics in Lodz**

*participants** **ISCTE - University Institute of Lisbon , University of Salford, UNIVERSITY OF HUMANITIES AND ECONOMICS IN LODZ, Università degli Studi Guglielmo Marconi, The Institute for Developmental and Strategic Analysis, Varna Free University “Chernorizets Hrabar”, Plantijn Hogschool, University of Wolverhampton, FuturSolutions, Enerterna, Univercell Battery, KEKO**

type of report **Quality & Evaluation report – partners’ feedback from questionnaires collected during the fifth meeting in Rome.**

**In attachment the registration signature*

1. Objectives and general description of the activity

To evaluate the progress of the project, and find problems and possible solution in order better cooperation.

2. Activity implementation (when applicable)

Distributing questionnaires to the partners during the fifth meeting in Rome.

1. Part - Please rate the following aspects related to the progress of the project

	1 – Agree	2 – Don’t know	3 – Disagree
1. The objectives of the project are clear to me.	13/15 (86,6%)	1/15 (6,7%)	1/15 (6,7%)
Conclusions and suggestions: Over 86 % of the Partners don’t have any problems with objective of the project.			



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2 - The coordination approach is appropriate	13/15 (86,6%)	1/15 (6,7%)	1/15 (6,7%)
Conclusions and suggestions: Deadlines are not always clear for Partners. After second report The coordinators started to inform other Partners monthly about the nearest tasks. And now we have better results.			
3 - Coordinator is supporting project partners adequately	13/15 (86,6%)	1/15 (6,7%)	1/15 (6,7%)
4 - Project partners are cooperating on all tasks	11/15 (73,4%)	2/15 (13,3%)	2/15 (13,3%)
5 - The project activities have been progressing according to the timetable	10/15 (66,7%)	5/15 (33,3%)	0/15 (0%)
6 - Project partners can learn from project activities	13/15 (86,6%)	1/15 (6,7%)	1/15 (6,7%)
7 - Project partners can learn from each other	14/15(93,3%)	0/15 (0%)	1/15 (6,7%)
8 - There is a realistic timescale of future activities	11/15 (73,4%)	2/15 (13,3%)	2/15 (13,3%)
9 - The initial time planning of activities needs review	5/15 (33,3%)	6/15 (40%)	4/15 (26,7%)
10 - The project budget is well planned	9/15 (60%)	5/15 (33,3%)	1/15 (6,7%)
11 - All partners contribute to the project adequately	6/15 (40%)	6/15 (40%)	3/15 (20%)
Conclusions and suggestions: The results suggest the need to continue improving the engagement and communication of all the partners. This issue is always a challenge in partnerships as large as this.			



12 - The role of each partner is clear to me	12/15 (80%)	0/15 (0%)	3/15 (20%)
13 - The communication among partners is effective	12/15 (80%)	0/15 (0%)	3/15 (20%)

General comments regarding project progress and implementation, suggestions for improvements: (optional question)

The Project topic is very interesting and activities are running. Nonetheless, some improvements are required, in particular a better cooperation at national level for involving people in the platform.

Conclusions

The platform needs to be the best it can in order for us to attract attention from others who will then go on to use it and promote it to others they know. All partners are working on this improvement in order to assure the dissemination and exploitation of the project results and outputs.

Another issue that was discussed at the 4th partners meeting is related with the dissemination at a national level. All partners agreed that the road show at a national instead of an international road would have better results at this point.

Part 2 - Please rate the following aspects of the related to the WPs progress (optional question)

Please select the Work Package that you lead:

		WP 3 -	WP 4	WP 5 -					
P 1	P 2	completed	completed	completed	P 6	P 7	P 8	P 9	P 10
		0	0	0					

Choose the option that suits your opinion (optional question)

WP 1 – Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 1 is progressing according to the timetable	X	0	0



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2 - Timescale for this WP is realistic	X	0	0
3 - There are no complications with this WP 1	X	0	0
4 - I have a clear strategy for leading this WP 1 and I know my responsibilities	X	0	0
5 - I regularly communicate with other partners in this WP 1 and provide all necessary information and support	X	0	0
6 - The partners involved in this WP 1 cooperate effectively and provide necessary contribution	X	0	0
7 - The project coordinator provides/provided support	X	0	0
8 - The budget of this WP 1 was well planned	X	0	0

WP 2 Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 2 is progressing according to the timetable	X	0	0
2 - Timescale for this WP 2 is realistic	X	0	0
3 - There are no complications with this WP 2	0	0	X
Observations: Not all Partners give feedback on time			
4 - I have a clear strategy for leading this WP 2 and I know	X	0	0



my responsibilities			
5 - I regularly communicate with other partners in this WP 2 and provide all necessary information and support	X	0	0
6 - The partners involved in this WP 2 cooperate effectively and provide necessary contribution	0	0	X
Observations: It would be necessary that the partners send the documents on time (if they answer; “don’t know” or “disagree” they should comment it in order to have more information.			
7 - The project coordinator provides support	X	0	0
8 - The budget of this WP 2 was well planned	X	0	0

WP 3 – already completed

WP 4 – already completed

WP 5 – already completed

WP 6 Evaluated by partner in charge

	1 – Agree	2 – Don’t know	3 – Disagree
1 - This WP 6 is progressing according to the timetable	0	0	X
2 - Timescale for this WP 6 is realistic	0	0	X
3 - There are no complications with this WP 6	X	0	0
4 - I have a clear strategy for leading this WP 6 and I know my responsibilities	X	0	0
5 - I regularly	X	0	0

communicate with other partners in this WP 6 and provide all necessary information and support			
6 - The partners involved in this WP 6 cooperate effectively and provide necessary contribution	X	0	0
7 - The project coordinator provides support	X	0	0
8 - The budget of this WP 6 was well planned	0	0	X
<p>Observations: this evaluation was made according with the application timescale. Therefore we consider that then initial timescale should include mere time to develop the platform and as consequence more budget for staff on this WP. However some changes were made during the project development that allowed us to adjust the timescale without compromising the quality of the results.</p>			

WP 7 Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 7 is progressing according to the timetable	X	0	0
2 - Timescale for this WP 7 is realistic	0	X	0
3 - There are no complications with this WP 7	X	0	0
4 - I have a clear strategy for leading this WP 7 and I know my responsibilities	X	0	0
5 - I regularly communicate with other partners in this WP 7 and provide all necessary information and	X	0	0

support			
6 - The partners involved in this WP 7 cooperate effectively and provide necessary contribution	0	X	0
7 - The project coordinator provides support	X	0	0
8 - The budget of this WP 7 was well planned	X	0	0

WP 8 Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 8 is progressing according to the timetable	X	0	0
2 - Timescale for this WP 8 is realistic	X	0	0
3 - There are no complications with this WP 8	0	X	0
4 - I have a clear strategy for leading this WP 8 and I know my responsibilities	X	0	0
5 - I regularly communicate with other partners in this WP 8 and provide all necessary information and support	0	X	0
6 - The partners involved in this WP 8 cooperate effectively and provide necessary contribution	X	0	0
7 - The project coordinator	X	0	0

provides support			
8 - The budget of this WP 8 was well planned	X	0	0

WP 9 Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 9 is progressing according to the timetable	X	0	0
2 - Timescale for this WP 9 is realistic	X	0	0
3 - There are no complications with this WP 9	X	0	0
4 - I have a clear strategy for leading this WP 9 and I know my responsibilities	X	0	0
5 - I regularly communicate with other partners in this WP 9 and provide all necessary information and support	X	0	0
6 - The partners involved in this WP 9 cooperate effectively and provide necessary contribution	X	0	0
7 - The project coordinator provides support	X	0	0
8 - The budget of this WP 9 was well planned	X	0	0

WP 10 Evaluated by partner in charge

	1 – Agree	2 – Don't know	3 – Disagree
1 - This WP 10 is progressing according to the	X	0	0

timetable			
2 - Timescale for this WP 10 is realistic	X	0	0
3 - There are no complications with this WP 10	X	0	0
4 - I have a clear strategy for leading this WP 10 and I know my responsibilities	X	0	0
5 - I regularly communicate with other partners in this WP 10 and provide all necessary information and support	X	0	0
6 - The partners involved in this WP 10 cooperate effectively and provide necessary contribution	X	0	0
7 - The project coordinator provides support	X	0	0
8 - The budget of this WP 10 was well planned	X	0	0

Comments – please comment on the progress of the WP you are leading, encountered problems, suggested improvements and other issues related to your WP: (optional question):

The comments were made at on the correspondent WP table (above).

3. Activity evaluation (when applicable)

The 100% feedback

4. Future commitments and task (when applicable)

Implementation of suggestions and decisions taken by the consortium.



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5. Recommendations

The Project coordinators should disseminate this report (among all Project Participants).



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