

R8.1 Evaluation questionnaires for Partners and External Evaluators



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The aim of WP8 is to evaluate and guarantee the internal quality of the project as defined in R7.1 (Quality Assurance Plan). WP8 will determine whether the project planning and implementation are effective and there is a match between planned results / expected impacts and the quality of the main results.

UPM – as WP8 Leader – drafted specific evaluation questionnaires to collect formal feedback from external experts on project Milestones (specifically: ML3 and ML6) and selected a short list of independent evaluators (see R8.2 – Overall Evaluation report).

External evaluators were appointed for an impartial and specialist evaluation of the project to ensure objectivity. In this document the full semi-structured questionnaire is included.

This document also contains the list of questions asked to the partner for an internal evaluation on the quality of all the results. Valuedo collected the results of the internal evaluation process and elaborated a specific report respectively on all the results developed during the project implementation (see R8.2 – Overall Evaluation report). To sum up, in this document the reader can find:

- The Evaluation questionnaires for the external evaluators on ML3 and ML6
- The questionnaires for the partners included in the Quarterly reports for evaluating all the project results.

The result of this internal and external evaluation can be found in R8.2 – Overall Evaluation Report.

1. Questionnaires for project partners on results

This part of the document provides all the questionnaires prepared for evaluating the results delivered by the partnership in M1 – M40 (all the results of this evaluation can be found in R8.2 Overall Evaluation Report). The questionnaires were distributed through the Quarterly Report and were filled in when the results were delivered.

R1.1 Desk Research on HEI educational offer Action Plan

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|--|
| 1. Does the document contain all the reference aspects for the implementation of each desk research? |
| 2. Is the methodology of the research clear? |
| 3. Are the specific tasks to be undertaken by the researchers properly described? |

R1.2 Company education and training good practices collection Action Plan

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|--|
| 1. Are the specific tasks to be undertaken by researchers properly explained? |
| 2. Are the templates for reporting the results of each national research effective for their purposes? |
| 3. Is the methodology of the research clear? |

R1.3 Report on education and training convergences and divergences and company good practices in IE&M

1. Is structure of the Report well designed?
2. Is the content of the Report sufficient?
3. Can the Report be the basis for next steps of the project?

R2.1 Action plan for the survey for students and Academics

1. Is the methodology of the research clear? yes
2. Are the questionnaires developed by PoliBa effective for their purpose (gathering the perceptions of students and academics to identify the most requested methodologies)?
3. Are there any relevant information not considered in the Action Plan?

R2.2 Action plan for semi-structured interviews for entrepreneurs

1. Are the methodologies and tools to deliver the interviews properly described?
2. Are the templates for reporting results effective for their purpose?
3. Are there any relevant information not considered in the action plan?

R2.3 Training needs analysis

1. Does the analysis conducted provide interesting results? And such research could be repeated periodically to observe the changes?
2. Do you think it would be useful to repeat such research periodically to observe the changes?
3. Does the analysis provide a clear picture on expectations for IE&M?

R2.4 Body of Knowledge

1. Is the ambition of the document clear enough?
2. Is the structure of the document appropriate in your opinion?
3. Section A: Do you consider the adopted process oriented structure appropriate?
4. Section A: Is the set of considered processes enough? Otherwise, what do you suggest?
5. Is the Section A clear and effective in describing the process adopted?
6. Section B: Are the provided Guidelines for planning course/program renewal adequate?
7. Section B: Is the proposed Competence Matrix adequate?
8. Is the Section C clear and effective in describing the results of the training need analysis (key knowledge, skills, and competences)?
9. Is the Section C clear and effective in describing the results of the training need analysis (Educational Tools)?
10. Do you officially validate ML3?

R3.1 IE3 Course Action Plan

1. Is the Action Plan containing clear and plausible deadlines for the listed activities?
2. Are the guidelines for describing the course(s) to be improved clear and detailed?
3. Are the guidelines for describing the improved course(s) clear and detailed?

R3.2 Renewed courses learning materials

1. Did the partner universities renew one or more courses according to the guidelines set in the BoK?
2. Did the renewed course include different tools such as slides, reference documents, exercises, and quizzes?
3. Did the renewal of the course aim to increase its attractiveness for potential new partners?

R3.3 Renewed IE&M Course evaluation report
1. Did the "Renewed IE&M Course evaluation report" present new content in an interesting way?
2. Did the students' perspective provide new lessons learned for the "Renewed IE&M Course evaluation report"?
3. Did the "Renewed IE&M Course evaluation report" indicate that students acquired new skills?

R3.4 IE3 courses final version
1. Did the University partners take their own experience into consideration while delivering the final version of the courses?
2. Are the renewed IE3 course materials available on IE3 website for all the other Universities?
3. Did the University partners collect feedback from the participants before delivering the final version of the courses?

R4.1 Memorandum on technical criteria for the development of e-learning modules and requirements of the technical environment
1. Will the memorandum provide a document that describes the main technical requirements and features for both the e-learning modules to be developed by partners and the environment where to store them?
2. Will a common live-testbed for implementation be provided with access rights to the partners according to their profile?
3. Will the memorandum cover ways for exchanging and delivering courses, including considering delivering a Shareable Content Object Reference Model (SCORM) package that provides universities with a product easy to integrate into their running systems?

R4.2 E-learning Pedagogical Strategy
1. Does the report describe the best pedagogical practices to be followed for the preparation of e-learning modules and contain guidelines and practical information for partners to develop e-learning modules based on traditional course training materials?
2. Does the report pay special attention to the learning paths, connecting contents with skills, and developing specific assessment techniques, including potentially the use of serious gaming?
3. Based on R4.1, does the strategy give recommendations for implementation?

R4.3 Prototype of e-learning modules
1. Do you agree with the topics selected for the course?
2. Do you think the materials created are stimulating the interest and interaction of the learners?
3. Did you identify any technical issues preventing the learners to exploit the training materials?

R4.4 E-learning modules Implementation Action plan
1. Is the description on how the testing phase of the e-learning modules should be implemented clear?
2. Did you find the detailed workflows, information exchange methods and procedures well explained?
3. Would you suggest any improvements?

R4.5 E-learning modules evaluation
1. Was R4.5 helpful for reporting the feedback concerning all Pilot Actions carried out in each partner country?
2. Is the analysis of the suggestions provided by participants clear?
3. Is the described methodology, according to the project proposal, fully operational and positive?

R4.6 Final version of the of e-learning modules
1. Did UPM assemble the improved materials as described in T4.6, and did the companies ensure coherence of the overall output?
2. Did each of the modules reflect the main features described in R4.2, in addition to the improved parts developed in T4.5?
3. Was the result released online by UPM on the IE3 website platform for wide public access after ultimate validation by all partners, and was information spread to associated partners and relevant stakeholders, according to the Dissemination and Exploitation Plan?

R5.1 IE3 Master's Programme based on the BoK guidelines
1. Based on the knowledge and experience gained during the project implementation, were LiU able to redesign a full Master's Programme in the field of IE&M according to the BoK?
2. Is the number of courses to be redesigned equivalent to the number of ECTS necessary for completing a master's degree without considering the preparation of the master thesis and the compulsory traineeship period?
3. Will the renewed IE&M course have the following essential characteristics: syllabus redesigned on the BoK guidelines, duration of two years, and teaching language of English?

R5.2 IE3 model Courses Handbook
1. Does the handbook provide clear and detailed guidelines for transferring the project results to other organizations or contexts?
2. Does the handbook include practical examples and case studies that illustrate how the project results can be transferred effectively?
3. Has the handbook been distributed to relevant stakeholders and organizations, according to the Dissemination and Exploitation Plan, to promote the transferability of project results?

R6.1 – PARTNERS AGREEMENT
1. Is the Partners Agreement exhaustive in all parts?
2. Are duties and rights of each partner clearly explained?
3. Are the Financial rules (periodical payments from the Beneficiary to the partners) clear?

R7.1 – QUALITY ASSURANCE PLAN
1. Is the QA plan well-structured and clear in all the sections?
2. Is the QA plan explaining clearly the activity to perform in order to ensure the highest quality of processes, results and Milestones?
3. Are the responsibilities of each partner clearly explained and is the management structure effective to reach the project results?

R7.2 – QUARTERLY PROJECT REPORT

1. Are the formats for the quality assurance clear and complete?
2. Are the responsibilities of Leader and other partners clear?
3. Is the division of the QR in a Google spreadsheet effective?

R9.1 – DISSEMINATION AND EXPLOITATION PLAN

1. Are Disseminations and Exploitation activities clearly explained and detailed?
2. Are the partners' responsibilities clear?
3. Are the templates (attendance sheets, tables to track the dissemination results, etc.) effective and easy to use?

R9.2 – PROJECT WEBSITE

1. Is the website well-structured in all the sections and does it contain all the relevant information?
2. Is the website user-friendly and usable?
3. Are the text clear and easy to understand also for the stakeholders (language easy to understand, no technical

2. Questionnaires for external evaluators on Milestones

Questionnaire for R2.4

[IE3] Assessment of Body of Knowledge

This form aims to assist the external reviewers in providing feedback to the IE3 partners regarding present status for the Course renewal Body of Knowledge.

* Obligatorio

1. [General] Is the ambition of the document clear enough? *

☐ Yes

☐ No

2. [General] Is the structure of the document appropriate in your opinion? *

☐ Yes

☐ No

3. [General] Is the purpose and overview adequate? *

☐ Yes

☐ No

4. [Gen1-N] Please explain why?

Ambition of the document not clear enough in the General Section

5. [Gen2-N] Please explain why?

Structure of the document not clear enough in the General Section

6. [Gen3-N] Please explain why?

Purpose and Overview not clear enough in the General Section

7. [Section A] Do you consider the adopted process oriented structure appropriate? *

☐ Yes

☐ No

8. [Section A] Is the set of considered processes enough? *

☐ Yes

☐ No

9. [Section A] Is the Section A clear and effective in describing the process adopted? *

☐ Yes

☐ No

10. [A1-N] Please explain why?

Adopted process oriented structure not appropriate enough in the Section A

11. [A2-N] Please explain why?

The considered set of processes is not appropriate in the Section A

12. [A3-N] Please explain why?

The Section A is not clear and effective in describing the processes

13. [Section B] Are the provided Guidelines for planning course/program renewal adequate? *

☐ Yes

☐ No

14. [Section B] Do you consider the provided examples from the IE3 as use cases helpful? *

☐ Yes

☐ No

15. [Section B] Is the proposed Competence Matrix adequate? *

☐ Yes

☐ No

16. [B1-N] Please explain why?

The provided Guidelines for planning course/program renewal are not adequate

17. [B2-N] Please explain why?

Examples provided as use cases are not helpful

18. [B3-N] Please explain why?

The Competence Matrix is not adequate

19. [Section C] Is the Section C clear and effective in describing the results of the training need analysis (key knowledge, skills, and competences)? *

☐ Yes

☐ No

20. [Section C] Is the Section C clear and effective in describing the results of the training need analysis (Educational Tools)? *

☐ Yes

☐ No

21. [C1-N] Please explain why?

Section C does not clearly and effectively describe the results of the training need analysis (key knowledge, skills, and competences)

22. [C2-N] Please explain why?

Section C does not clearly and effectively describe the results of the training need analysis (Educational Tools)

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23. [Closing] Any additional feedback you want to provide on the BoK *

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24. Foreseen applicability for the renewal of existing IE&M master programs *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

25. Foreseen applicability for design of new IE&M master programs *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

26. Probability, in your opinion, of requiring additional tools to accomplish renewals *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

27. Probability, in your opinion, of requiring additional tools to accomplish new designs *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

Questionnaire for R5.1

[IE3] Assessment of the Proposed Master Programme (R5.1)

This form aims to assist the external reviewers in providing feedback to the IE3 partners regarding present status for the IE3 Proposal of Master Programme in IE&M.

1. [General] Is the ambition of the document clear enough? *

- ☐ Yes
☐ No

2. [General] Is the structure of the document appropriate in your opinion? *

- ☐ Yes
☐ No

3. [General] Is the purpose and overview adequate? *

- ☐ Yes
☐ No

4. [Gen1-N] Please explain why?

Ambition of the document not clear enough in the General Section

Escriba su respuesta

5. [Gen2-N] Please explain why?

Structure of the document not clear enough in the General Section

Escriba su respuesta

6. [Gen3-N] Please explain why?

Purpose and Overview not clear enough in the General Section

7. [Structure] Do you consider the adopted programme structure appropriate? *

- ☐ Yes
- ☐ No

8. [Structure] Is the set of considered modules coherent? *

- ☐ Yes
- ☐ No

9. [Structure] Is in your opinion the combination of modules clear and aligned with the modern IE&M? *

- ☐ Yes
- ☐ No

10. [A1-N] Please explain why?

Adopted programme structure not appropriate enough in the Section Structure

Escriba su respuesta

11. [A2-N] Please explain why?

The considered set of processes is not appropriate in the Section Structure

Escriba su respuesta

...

12. [A3-N] Please explain why?

The combination of modules is not clear or aligned with the modern IE&M

Escriba su respuesta

13. [Content] Are the Program aims per Module adequate and consistent? *

☐ Yes

☐ No

14. [Content] Do you consider Learning Outcomes per Module adequate and consistent? *

☐ Yes

☐ No

15. [B1-N] Please explain why?

Provided module aims are not consistent or adequate

Escriba su respuesta

...

16. [B2-N] Please explain why?

Learning Outcomes per Module are not adequate or consistent

Escriba su respuesta

17. [Overview] Is the proposed Programme Aim adequate and coherent with the configured modules? *

☐ Yes

☐ No

18. [Overview] Is the proposed Programme Learning Outcome adequate and coherent with the configured modules? *

☐ Yes

☐ No

19. [C1-N] Please explain why?

The proposed Programme Aim is not adequate or coherent with the configured modules

Escriba su respuesta

20. [C2-N] Please explain why?

The proposed Programme Learning Outcome is not adequate or coherent with the configured modules

Escriba su respuesta

...

21. [Closing] Any additional feedback you want to provide on the IE3 Master Programme in IE&M *

Escriba su respuesta

22. Foreseen applicability for the renewal of existing IE&M master programs *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

23. Foreseen applicability for design of new IE&M master programs *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

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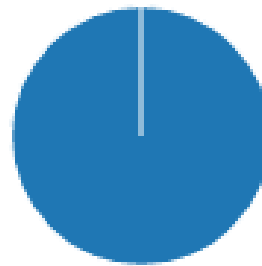
24. Probability, in your opinion, that some components can help in the design of new Master programs in the field of IE&M *

0	1	2	3	4	5	6	7	8	9	10
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Low Probability High Probability

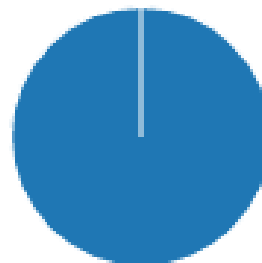
1. [General] Is the ambition of the document clear enough? (0 punto)

[Más detalles](#)



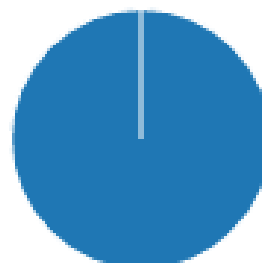
2. [General] Is the structure of the document appropriate in your opinion? (0 punto)

[Más detalles](#)



3. [General] Is the purpose and overview adequate? (0 punto)

[Más detalles](#)



7. [Structure] Do you consider the adopted programme structure appropriate? (0 punto)

[Más detalles](#)



8. [Structure] Is the set of considered modules coherent? (0 punto)

[Más detalles](#)



9. [Structure] Is in your opinion the combination of modules clear and aligned with the modern IE&M?

[Más detalles](#)



13. [Content] Are the Program aims per Module adequate and consistent? (0 punto)

[Más detalles](#)



14. [Content] Do you consider Learning Outcomes per Module adequate and consistent? (0 punto)

[Más detalles](#)

