



***PREVENTION LAB 2.0: e-content Lab for psychosocial risks at
work prevention. VISIONARY project transference***

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Second year external evaluation report

From 01/10/2012 until 30/09/2013

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Introduction

The present Second Year External Report is aimed at ascertaining the project results and assessing the effectiveness, efficiency and relevance of the project and providing findings, conclusions and recommendations for the future. This is the result of the review by an external expert with no previous direct or indirect links to the project partners.

The present external evaluation report is focused on the second project year (1st October 2012- 30th September 2013). It will aim to assess the quality of the partnership work; the importance of the activities undertaken during the period under review; the results and products achieved; and to gauge the project's effectiveness, efficiency and relevance to date. Moreover, it will also focus on how the perspectives of the different target groups and beneficiaries identified were taken into account.

This report will also address whether or not the project components and results agreed are being delivered as scheduled. Based on the internal evaluation elements provided by the project coordinator and the partnership, this external evaluation also intends to determine unanticipated outcomes (both positive and/or negative). The report will also look at the dissemination and exploitation (valorisation) strategy of activities and outputs achieved during the second year of the project.

The main objective of the project is to review the work carried out during the second year of the project and propose some suggestions and comments for the exploitation and sustainability of the project products.

Methodological approach

The review of the project documentation provided by the project contractor (project outcomes, reports, agendas and minutes of the project meetings, Moodle internal management platform) was aimed at assessing whether and how the final outputs of each work package contributed to the overall project objectives. In order to elaborate the Final Report on External Evaluation, we also considered the results and feedback from the OAPEE regarding the interim project. It should be noted that no further information sources were used (such as data from the internal evaluation exercises).

The review also uncovered a number of issues that the partners had to deal with which can be categorised as positive learning experiences. In addition, the external evaluator



elaborated a set of reflections on those issues, which may be used as points for debate and consideration within the consortium or by each partner for future reference in similar activities.

Workpackages Overview

The PREVENTION LAB 2.0: e-content Lab for psychosocial risks at work prevention. VISIONARY project transference was aimed at the transfer the VISIONARY project with the following objectives:

1. To meet European challenges highlighted by different documents in which concerns the prevention of psychosocial risks (violence, bullying, mobbing, stress etc) which can lead to unproductive behaviors, mental health disorders and absenteeism on the workplace.
2. Common approach about psychosocial risks at work: causes and consequences.
3. Identify European resources to prevent psychological risks at work.
4. Create new training pathways and collaborative environments based on the Web 2.0 to improve the quality of the training offer regarding the prevention of psychosocial risks at work.

The project was aimed at improving the competences of the trainers on psychosocial risks and health and safety at work. Nevertheless, it also promoted the labour conditions of workers and boosted their wellbeing.

During the period under review, the project activities and results (outputs) are the following:

WP1: Project Management and Coordination (from 10/2012 to 09/2013)

Products and Outcomes: Interim Report

Meetings: The partnership met twice in Sofia (Bulgaria) on the 27th and 28th May 2013 and in Vilnius on the 11th and 12th September 2013.

Financial Management: All partners submitted two progress reports, including the Final Report. The financial reports assured the correct use of the financial resources by all partners during the project lifetime. Furthermore, in the beginning of the second year, the partnership carried out a budget revision in order to adequate the budget headings to the practical activities and needs of the project. The National Agency was duly informed about this budget revision and considered it as correct and criteria applicable.



Communication Management: The partnership used several tools to guarantee decision making and define tasks and deadlines: internal management platform, skype call, mail list, email and telephone. The communication process has improved taking in consideration the first year of project. However, some misunderstanding and lack of involvement of the partnership were identified. It is also important to highlight the importance of the transnational meetings in which concern the decision making process.

Analysing the implementation of WP1, it is in the view of the external evaluator that the partnership use its expertise to implement and develop the project results on time. As a transversal WP, all objectives were met and the project coordination assured a balance participation of all partners. Furthermore, the NA recognized the good quality of the partnership and the results submitted after the first year. The control visit form the National Agency also supported the partnership to achieve the proposed objectives and avoid any deviations from the original proposal. We would also like to strength that the partnership took

WP2: Analysis of Psychosocial Risk Prevention in Europe (from 11/2011 to 06/2012)

Products and Outcomes: The WP leader (ASIMAG) elaborated the Methodological approach to the implementation of this project phase including detailed guidelines to the development of National Reports in all partners' countries regarding psychosocial risks at the workplace: desk research, interviews, questionnaires, case studies, compilation of training resources, etc. The major product of this WP was the report *PREVENTION OF PSYCHOSOCIAL RISKS AT WORK- RESOURCES, STRATEGIES AND INITIATIVES DEVELOPED AT EUROPEAN LEVEL.*

This WP was finished by the submission of the previous external evaluation report. The partnership used the conclusions and recommendations of the final result to implement other project activities. The influence of this report in the elaboration of the PREVENTION LAB 2.0 tool is clear and well adapted.

WP3: Transference Definition (from 07/2012 to 11/2012)

Products and Outcomes: Guide for Transference- from VISIONARY to PREVENTION LAB 2.0 developed by the WP leader (ZEPF) aims at analysing the VISIONARY project in deep and showing the strengths and weaknesses of the conception. It also assures the transferability of the different sections and gives ideas for the realization in the new PREVENTION LAB 2.0 platform. It also aims to find new, modern, appropriate training pathways based on a Web 2.0 concept.



At the time of elaboration of the previous External Evaluation Report, the external evaluator had the chance to analyse the draft version of the main result of this WP. The partnership revised the document, improved the objectives and the definition of the transference and prepared a document that was used as a guideline for the development of the PREVENTION LAB 2.0 tool. The transference process is clear and meets the needs identified on WP2 by considering the European and national backgrounds.

The early definition of the transference strategy facilitated the development of the PREVENTION LAB 2.0 Platform.

WP4: PREVENTION LAB 2.0 Platform Development (from 11/2012 to 09/2013)

Products and Outcomes: PREVENTION LAB 2.0 Platform (prototype and final version) developed by the WP leader (INFOART). Most important training product addressed to the project target groups and indirect beneficiaries. It includes different learning contents according to the needs expressed under WP2 in relation to the prevention of psychosocial risks.

The implementation of this WP started earlier as the technical and content definition of the platform was defined already during the second transnational meeting held in Landau (Germany). The partnership designed a clear structure of contents and technical specificities of the tool and also the potential use of the target groups. The external evaluator checked the prototype version of the tool before the validation phase and the final version of the tool including the suggested recommendations.

As far the tool concerns, the external evaluator considers that it meets the learning, quality, transference and innovation criteria. It is also valuable the European approach of the tool based upon the 7 languages and the interactions among the target group members registered as community members.

The tool is also easy to access both through the social networking and the project website. The dissemination actions implemented by the partnership make it used by the target groups.

WP5: Handbook Development (from 05/2013 to 09/2013)

Products and Outcomes: The WP leader (PREVENT) developed the PREVENTION LAB 2.0 Handbook as a resource to support the use of the platform including recommendations for the platform exploitation.



The WP was implemented on time and the final result meets the established objectives. The Handbook presents a very coherent and quality design, the contents are appropriate and it is easy to read. The user receives information on how to use the PREVENTION LAB platform, but also practical examples on how to apply the contents in real training contexts and situations.

WP6: Validation (from 01/2013 to 09/2013)

Products and Outcomes: PREVENT, WP leader, developed the pilot experience methodology to be applied in all countries and the Report on Conclusions based upon the experts and target groups recommendations and feedback.

The validation phase was implemented with a considerable delay in all partners' countries. However, the partnership recovered this delay by increasing the number of participants in the validation sessions by linking them with the dissemination and exploitation activities. Almost 150 users are registered in the platform, plus those entities and participants that provided informal feedback.

The partnership implemented the recommendations for improvement making a practical use of the results of this WP.

WP7: Valorization (from 10/2012 to 09/2013)

Products and Outcomes: The partnership coordinated by the WP leader (ASIMAG) produced the following products: Dissemination plan; Project Logo; Template to produce the final project products; Website (www.preventionlab.eu) available in all partners' languages; Leaflet available in all partners' languages; Project Groups on Social Networks (Facebook, LinkedIn, Twitter); Project Poster; Identification of 100 key actors in all partners' countries; Elaboration and translation of 4 project newsletters; Valorisation Report; Sustainability Plan; IPR Agreement.

It is the view of the external evaluator that the approach followed in WP7 is appropriate for the PREVENTION LAB 2.0 project objectives. The second year shows an important increase of dissemination activities. It is especially remarkable the Final International Conference in Lithuania that was not foreseen in the project application and the national seminars in all partners' countries. The involvement of the target groups, indirect beneficiaries and stakeholders is clear. The partnership compiled a great amount of proofs and indicators that are reflected in the Valorisation Report. The dissemination strategy remained updated and adaptable to the different project stages.



On the other hand, and following the recommendations of the National Agency, the partnership developed a clear sustainability and exploitation strategy supported by a clear IPR agreement signed by all partners. All partners show a clear intention of including the project results in their activities and present a accurate planning for the following years.

WP8: Evaluation (from 10/2012 to 09/2013)

Products and Outcomes: Internal and External Evaluation Methodology aimed to assure the monitoring and control of the project activities and coordinated by ESVUISI.

This WP is highly valued by the external evaluation as it is relevant in relation to the needs of the target groups and to the full achievement of the objectives of the project. Moreover, evaluation is crucial for the project's success. Besides, it also covers the formal and contractual aspects of the project including acceptance of deliverables, payments by the funding body, contract amendments if required. Furthermore, it ensures the highest possible quality outcomes of the project, and its best possible future impacts.

The external evaluation stresses that the methodology and procedures applied by the partnership in their internal monitoring and evaluation are now more appropriate but still require committed and continuous attention.

The internal evaluation tools, even if traditional (questionnaires), are very detailed enabling to assess the whole project implementation. The external evaluator didn't have access to the Mid Term Internal Evaluation Report; however through the analysis of the conclusions of the first questionnaires provided in the 2nd meeting in Landau, it enables to appreciate a high degree of satisfaction with the project. Partners are aware of their weaknesses and propose solutions to overcome the challenges and problems they have to face.

It is especially valuable to stress the implementation of Pilot Committees in all countries favouring a closer assessment of the project implementation at national level.

Evaluation Criteria

This external evaluation report follows the evaluation criteria used for the implementation of the first external report. The following evaluation criteria and their definition correspond to the traditional practice by the OECD and the European Commission.



Project Effectiveness

Effectiveness is the extent to which the project's / intervention's objectives are being achieved or are expected to be achieved, taking into account their relative importance. Effectiveness is also used as a measure of (or judgment about) the merit or worth of an activity, i.e. the extent to which an intervention has attained, or is expected to attain, its major relevant objectives efficiently and with an anticipated positive local or national impact. To measure effectiveness is to assess the extent to which shifts have taken place that support the project's goals.

Partners adopted a proactive approach and improved the communication between them, which has become more frequent and fruitful during the project second year. The involvement and commitment of the partnership is clear and reflected in the results achieved.

Project Efficiency

Efficiency is a criteria that enables measuring how (economically) resources/inputs (funds, expertise, time, etc.) are converted to results.

The project was efficient and a more balanced allocation of resources and workloads was present during the second year. The individual partners reorganized their own timetable to work to existing or new deadlines, communicated more regularly, asked for support from the coordinator and other partners when it became necessary and even replaced/added more staff.

The budget revision and the increase of participants in the validation phase reflect the project efficiency from the financial and human resources point of view.

Project Relevance

A project's relevance is measured by the extent to which the objectives of the development intervention are consistent with beneficiaries' requirements, local needs, priorities and partners' policies. Retrospectively, the question of relevance often becomes a question as to whether the objectives of an intervention or its design are still appropriate given changed circumstances.

The feedback provided during the dissemination actions show a tangible relevance that increased with the development of the PREVENTION LAB 2.0 Platform.



Project Impact and Sustainability

Concerning the PREVENTION LAB 2.0 project's impact and sustainability, and as previously mentioned, it would be premature to evaluate them at this stage of its implementation.

The project had a real and clear impact at the level of the public concerned with its activities and outcomes. Innovation is about ideas and the transformation of those ideas into value creating outcomes, i.e. into processes, products and services. Innovations include breakthrough ideas that lead to new products or services, and incremental ideas that improve the way processes are undertaken, or products are manufactured. Innovation is about the creation of new knowledge and the use of that knowledge.

The dissemination and validation activities show the impact of the project results and its application in the partners' professional activities. The impact of the project can be assessed at national and European level. The external indicators missed some of the indicators but it is possible to understand the efforts of the partnership and the short and long term perspective.

It is quite important to strength the sustainability assurance of the PREVENTION LAB 2.0 project. Besides the IPR Agreement signed by all partners, a clear sustainability plan was developed in the beginning of the second year. Furthermore, the partners present practical ideas to use the project products.

Overall quality of the project activities and results

On average, thus far the level of accomplishment of the project can be assessed has 100%. The project finished the activities on time by respecting the project deadlines and elaborated the established results and outcomes. Furthermore, all products respect the degrees of quality required by the LLP and respect the needs of the partners and the target group.

In this sense, the overall quality is higher and the partners' commitment is positively assessed. The efforts of the partnership are reflected in the products that are concluded as previewed. In fact it is also worth of mention the production of products in other languages that are not covered by the project proposal (website, newsletters, leaflet, platform and handbook are available in Dutch).



Conclusions

In the end of the project funding period we can conclude that:

The proposal made a clear identification of the expected objectives and results of the project. The approached topic was (still is) relevant and the adopted development methodology was adequate.

The results (and some tasks) were completed with some delay but with good quality.

All partners were clearly involved in the project. Communication problems that appeared in the first year were dealt with appropriately. More use of the internal portal could have given more evidence of the consortium cooperation.

The presence in social channels like Facebook, Twitter and such is very good. Dissemination improved in the last year but the consortium should present more evidences.

Partners prepared the sustainability of the project results. A very complete copyright agreement was signed by all the partners.