



Inducing VET trainers with mentoring skills to boost entrepreneurial growth

Document Title **Final Progress Status Report**

Date of Issue	30/9/2013	
Author(s)	Stathis Georgakopoulos	
Contributors	Kyriakos Lingas, George Drogoudis	
Contact name	Stathis Georgakopoulos	
E-mail address	georgakopoulos@militos.org	
Organisation	Militos Emerging Technologies & Services	
Approval Status	Draft <input type="checkbox"/>	Final <input checked="" type="checkbox"/>
Number of Pages	10	
Keyword list	Final evaluation, evaluation, quality assurance, outcomes, questionnaire, progress report, status, rating, deliverables, communication	
Recipients	Only Partners <input checked="" type="checkbox"/>	Public <input type="checkbox"/>
Method of Distribution	Email <input checked="" type="checkbox"/>	Internet <input type="checkbox"/>
Confidentiality Status	Confidential <input checked="" type="checkbox"/>	Public <input type="checkbox"/>

History

Version No	Date	Revised by
1		
2		
3		
etc		

Contents

Introduction.....	3
Analysis per Work Package	3
Project Results	5
Deliverables	5
End Beneficiaries Outreach	6
Conclusion	7
Annex.....	8

INTRODUCTION

In accordance with the Quality and Evaluation plan, the purpose of this Final progress status report is to evaluate the performance of the partnership, for the last six-month period of the project, between the nineteenth and the twenty-fourth months of the project.

To this aim, a progress status questionnaire was created at the beginning and was incorporated in the Quality & Evaluation plan (see Annex). Following the end of the last six months of the project lifecycle, the questionnaire was distributed to all partners for their final feedback on the project progress during this period. The questionnaires were collected and analyzed in order to reach a conclusion from the partners' evaluation of the project. All questionnaires, responses and analysis are available upon request.

The analysis shows positive results towards what the project has achieved and effective implementation of the project activities and the overall cooperation within the consortium. The project completed its final activities according to plan and the rating given on its final outcomes is highly positive. The following section analyzes in more detail the responses, divided according to each activity work package.

ANALYSIS PER WORK PACKAGE

WP1 During the given reporting period, all planned tasks for WP1 have been completed successfully. All partners have assisted the implementation of the project management activities through their participation in the meeting held, by their good teamwork and cooperation and feedback on the quality of the deliverables. The final project meeting took place in Malaga where the last steps until the completion of the project were discussed. These included the finalization of WP4 and WP1, WP5, WP6 and WP7, the latter being ongoing throughout the project. Some key and essential details on the final report were discussed, in order to ensure that all partners were perfectly aware of the process to be followed. The consortium communicated effectively all issues at hand. The consortium had continuously been in close communication and cooperation with the project leader, thus ensuring the transparency of all implemented tasks. WP1 activities have been concluded successfully for the last six-month period of the project. This WP is concluded at the end of the reporting period.

WP3 WP3 had previously successfully concluded its activities. However, given that new information became available after its completion, some components of the training handbook were updated to make sure that the handbook is a valuable learning tool that is up-to-date with the latest developments on the VET and entrepreneurship sectors.

WP4 During this period, WP4 finalized its activities, as foreseen in the project proposal. In detail, the online webinars and action learning sessions were successfully completed. At the same time, following the delivery of the webinars and the action learning sessions, questionnaires were sent out to participants of each one to evaluate their effectiveness in addressing the issues. The responses were collected and analyzed, thus evaluating the courses' success. WP4 successfully completed its activities.

WP5 Quality assurance had been an ongoing process in the mENTERing project. During the evaluated period, all foreseen quality safeguarding activities have been completed successfully, under WP5, quality assurance. A follow-up questionnaire was distributed in order to evaluate the final consortium meeting in Malaga, to

identify the strengths and weaknesses of the meeting (including organization, partners' collaboration etc). A report summarizing the evaluation results was produced and was distributed to all partners so they can have an insight and take it into consideration for future meetings. Additionally, evaluation questionnaires were produced for the webinars and the action learning sessions and the responses were analyzed, showing very positive results. At the same time, the third project status report was produced after feedback was received from all partners, which focused on retrospectively evaluating all implemented tasks for the third six month period of the project, highlighting the key deliverables and activities of the project. WP5 activities and quality assurance was an ongoing process, which was linked to all project activities. All deliverables were circulated among the consortium for feedback, with the aim of producing end deliverables of excellent quality.

WP6

Dissemination had been an ongoing process in the mENTERing project. With the purpose to further disseminate the project, the already designed and developed dissemination channels and tools were utilized to raise awareness, enhance visibility and distribute information about the project goals, activities and results to the target groups, beneficiaries, potential users and stakeholders. All dissemination activities have been successfully organized, led and implemented by Militos and complemented by all other consortium members. Militos has constantly updating the content of the website, including the results section with the product deliverables and the 'Newscorner' section with interesting news and updates on topics directly connected to the project objectives. During the final reporting period, two roundtables took place in Greece and Bulgaria, two press releases were produced in the final six months of the project: one that highlighted the conclusions from the two roundtables and one announcing the successful conclusion of mENTERing and stating that all material will be available on the project website. The project notepads and folders were also designed and print, to be distributed in the roundtable events. At the same the social media pages hosted on Facebook and Twitter were constantly being updated with news related to entrepreneurship, VET in entrepreneurship and other topics directly related to the project objectives. Also, leaflets were distributed to events where consortium members participated in and in bilateral meetings. A liaison was established with the accompanying measures European project farmsUP!, where leaflets were distributed to a grand conference that took place in Nafplio and hosted 380 participants and Sophia Protopapa from OLN undertook the coordination of a mentoring workshop in the conference were folders and notepads were also distributed. To ensure that all dissemination activities are implemented as planned, Militos maintained and constantly updated the Dissemination Archive, a monitoring and reporting tool that recorded all implemented dissemination activities and their outcomes and outreach, allowing for close quality monitoring and to take corrective actions if necessary. With the end of the project, WP6 is concluded successfully, although the online pages of mENTERing are being updated as relevant material

WP7

The aims of this work package were to exploit project results, promote them to new target groups and sustain project activities and processes even after the end of the funding period. To this end, an Exploitation and Commercialization Plan has been produced to foresee and oversee the transfer, mainstreaming and commercialization of the project products, with the aim to adapt them after the project end to suit the needs of more VET trainers. A Sustainability Plan was produced, which includes the processes and steps that would lead to the continuation of mENTERing. An MoU was produced and signed by all members of the consortium, to specify the roles and responsibilities for the first six months after

the end of the project.

As in all previous evaluations, partners were asked to evaluate and rate the quality of end deliverables produced, the end beneficiaries outreach, the meetings evaluation and consortium performance throughout the reporting period. It is important to highlight that for the first time in the project, most aspects of the questionnaire unanimously received **excellent** ratings from the partners, thus showing that the consortium appreciates the efforts made by its members and is completely satisfied with the results produced during the last six months.

The partners evaluated unanimously (100% of votes):

- The quality of end deliverables as being of **excellent** quality
- The WP1 – Project Management deliverables as being of **excellent** quality
- The WP6 – Dissemination deliverables as being of **excellent** quality
- Partner’ collaboration as **excellent**
- Overall evaluation of meetings as **excellent**
- The effectiveness of partners’ communication as **excellent**
- The communication from the project manager to the partners as **excellent**
- The consortium performance as **excellent**

Additionally:

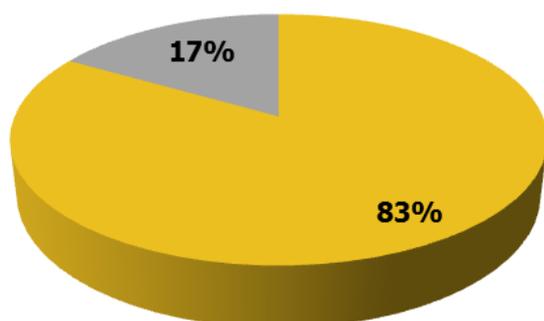
- The deliverables were mainly rated as being ‘Excellent’ by the majority of the partners
- The outreach level was rated as either ‘Excellent’ or ‘Good’

The charts that follow, aim to better illustrate the aggregate results that did not receive an absolute ‘Excellent’ rating, as evaluated from all partners.

PROJECT RESULTS

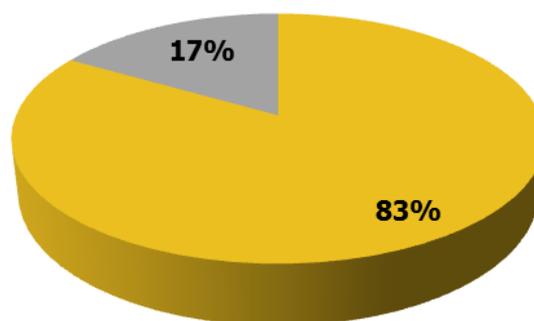
Deliverables

WP2 Deliverables



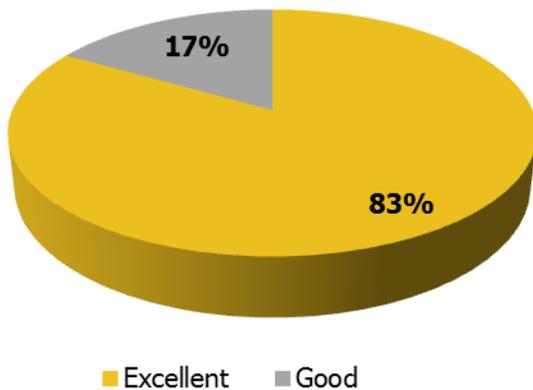
■ Excellent ■ Good

WP3 Deliverables

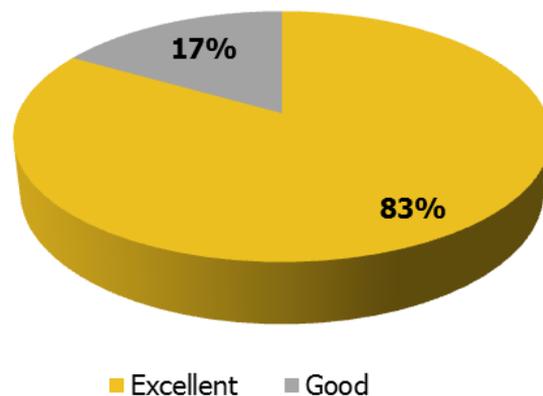


■ Excellent ■ Good

WP5 Deliverables

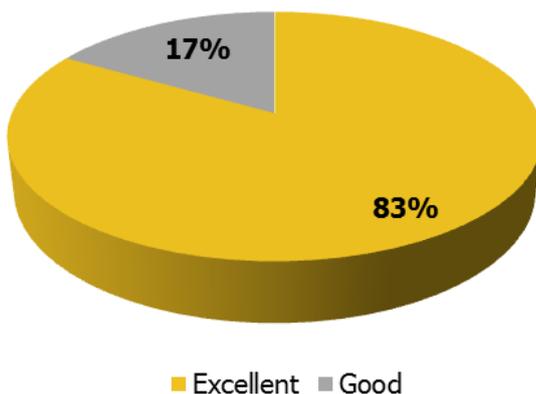


WP7 Deliverables

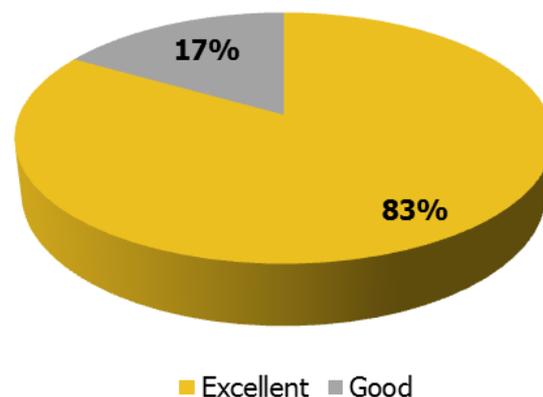


End Beneficiaries Outreach

End beneficiaries



Outreach level



These data clearly show the high quality of project output, effective of teamwork, communication and good cooperation and performance that the mENTERing consortium has had during the final six month period.

Some additional comments made, highlight the positive aspects of the project implementation and partner cooperation:

“Comments from participants in training evaluation report were fantastic”

“Great partnership and team spirit. All partners understood well their tasks and were very motivated”

“ Partners were always available if needed. Communication was very good and partners respected each other”

“Partners all knew their tasks and responsibilities”

“It was a great project. I can say that it has been one of the best project we have been involved for a while. The partners all worked independently!”

“In order to respond to the needs of the target groups the project team and the responsible partners has produced a report with specific recommendations for adaptation of the handbook (MAITRE MANUAL) based on the feedback of the trainings”

“Communication between partners has been regular and very effective”

“The effective cooperation and task implementation of each partner continued throughout the second year of project implementation. All deliverables have been completed on time and in high quality. All project results have been uploaded to the project website, ADAM database and internal communications platform”

“Cooperation of the partners was excellent and there were excellent outcomes achieved. The pilot training was very successful”

“The partners' communication and cooperation has been excellent and this has positively affected the project target group”

“The partnership has worked very well as a team and that has affected positively the deliverables and final results”

CONCLUSION

In conclusion, as seen from the partners' reporting, the project has been successfully implemented in accordance with its initial planning and timeframe. All deliverables due in the final reporting period have been produced and delivered on time, while the partners, one more time gave a high rating to the tangible and the intangible outcomes of the project. The consortium unanimously agreed that the project has been implemented smoothly and effectively, the end deliverables have been of high quality, the outreach to the target groups has been effective and the communication and cooperation between the partners and from the leader to the partners has been excellent. These results clearly illustrate a project that managed to deliver all its foreseen activities on time, worked effectively from the start until the end of the project and that during its lifecycle, the partners did their best to produce high quality end deliverables, always aiming to make a difference in VET training and boost entrepreneurial growth.

As the project leader, BICC also commented, *“The project implementation has completed successfully and according to time plan set in the approved application form. All deliverables have been disseminated and have received very positive feedback of target groups. The sustainability and exploitation part of the project has been initiated with the end of the official period of the project.”*

ANNEX



Inducing VET trainers with mentoring skills to boost entrepreneurial growth

Progress Status Report

Period covered _____

Partner reporting _____

Contact person _____

1. MAIN ACTIVITIES UNDERTAKEN IN THE MONITORED PERIOD

Please list the main activities carried out by your organization during the monitored period and note the percentage status of accomplishment of the tasks (only for your organisation).

WP #	Activity	Deadline	Current status of accomplishment %
			%
			%
			%
			%
			%

2. PROJECT RESULTS

Deliverables (overall)	Excellent	Good	Mediocre	Weak	Bad
<i>Quality of end deliverables</i>	<input type="checkbox"/>				
<i>WP 1 deliverables (Project Management)</i>	<input type="checkbox"/>				
<i>WP 2 deliverables (Needs' Analysis)</i>	<input type="checkbox"/>				
<i>WP 3 deliverables (Content Adaptation)</i>	<input type="checkbox"/>				
<i>WP 4 deliverables (Pilot Implementation)</i>	<input type="checkbox"/>				
<i>WP 5 deliverables (Quality Assurance)</i>	<input type="checkbox"/>				
<i>WP 6 deliverables (Dissemination)</i>	<input type="checkbox"/>				

WP 7 deliverables (Exploitation)

<input type="checkbox"/>				
--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Any comments:

3. TARGET GROUP

End beneficiaries	Excellent	Good	Mediocre	Weak	Bad
<i>Level of addressing to their needs</i>	<input type="checkbox"/>				
<i>Outreach level as of now</i>	<input type="checkbox"/>				

Any comments:

4. MANAGEMENT

Physical meetings (face-to-face)	Excellent	Good	Mediocre	Weak	Bad
<i>Overall evaluation of organisation, agenda, time management, task allocation, content, understanding, partners' collaboration and communication, project goals and tasks</i>	<input type="checkbox"/>				

Any comments:

Communication	Excellent	Good	Mediocre	Weak	Bad
<i>Effectiveness of partners' communication</i>	<input type="checkbox"/>				
<i>Project management communication with partners</i>	<input type="checkbox"/>				

Any comments:

Partnership	Excellent	Good	Mediocre	Weak	Bad
<i>Consortium performance</i>	<input type="checkbox"/>				
<i>Partners' collaboration</i>	<input type="checkbox"/>				

Any comments:

Share with us any other comment you may have in order to improve project implementation and results:



Thank you for your feedback
The mENTERing Quality Assurance & Evaluation Team