

Lifelong Learning Programme
Information and communication technologies - ICT (KA 3)

Nano Tech Science Education

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Quality Assurance Plan

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Authors:	Androulakis Yorgis, Kikis-Papadakis Kathy FORTH eMail: giorgos@iacm.forth.gr , katerina@iacm.forth.gr
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Project coordinator:	Zuhal Yılmaz Doğan, DOGA Schools zuhalyd@gmail.com
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Executive Summary

This document provides an overview about the quality assurance processes, measures and instruments used by the NTSE project consortium. At the beginning the NTSE project and its objectives are described shortly. The main objective is to use ICT as a tool to make the learning of science subjects more attractive and accessible. The project is organised in workpackages. Workpackage 6 includes all aspects relevant to quality assurance. It is outlined and the responsibilities of the consortium are specified. FORTH is assigned the role of workpackage leader and is responsible for coordinating related activities, monitor project development, ensure the project meets its goals, ensure quality of processes, ensure quality of project outputs, and ensure optimal dissemination of project results.

For this purpose FORTH has designed this quality assurance plan and the consortium accepted it and intends to follow its outline.



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1. Introduction

The quality goal is to perform the Project activities at the highest satisfactory level, on schedule and within approved budget, enabling a continuous assessment process. To accomplish this goal, the quality assurance activities of the Project will monitor:

- Effective cooperation of consortium members
- Product evaluation related to the content as well as the form of Project outcomes.
- Process evaluation including achievement of objectives and interim outcomes (e.g. information flow, communication, timing and Project efficiency (quality of reports and documents, etc.) according to the Project plan.
- Project impact on Project target groups

2. NTSE Project Description

Nano Technology for Science Education (NTSE) is a Transversal KA3 ICT project that aims to use ICT as a tool to make the learning of science subjects more attractive and accessible. The project target groups are students from the general and vocational schools aged 13 to 18; teachers in science subject, plus college & university students attending science education courses (prospective school teachers in sciences). By an innovative use of nano-technology, it is envisaged that Science education can be made more attractive to students (13-18) and more current and applicable for prospective Science teachers of all backgrounds.

Overview of the Work Programme

The central element of this project is the development of a multilingual virtual laboratory on nanotechnology for students and teachers and for prospective teachers.

The work is organized in eight Work Packages. For each Work Package (WP) there is a leader responsible for the management and coordination of the tasks comprising the Work Package (see table1).

The Work Package Leaders coordinate the work tasks pertaining to the WP and are responsible for the timely delivery of project outputs. This includes ensuring that outputs are developed under the processes and criteria set in the Quality Assurance Plan (this document).

<i>WP</i>	<i>Title</i>	<i>WP Leader</i>
WP1	Coordination	DOGA SCHOOLS
WP2	Analysis & Concept	FONDAZIONE
WP3	Educational Guidance	CCTA
WP4	Development of the Nano-tech Tools	SIRMA MEDIA
WP5	Educational Testing	DOGA SCHOOLS
WP6	Quality Assurance	FORTH
WP7	Dissemination	DOGA SCHOOLS
WP8	Exploitation Results	UVT

Table1. Overview of workpackage leaders.



Analysis and concept:

This WP, lead by Città de la Scienza, will take stock of existing resources on science education about nanotech, and make a concept for the features of the virtual lab. The ICT partners will ensure that ICT are well exploited for innovating science teaching, enhancing digital and scientific literacy of learners. Other partners will make sure the concept takes their resp. target groups and learning settings into consideration.

Educational Guidance:

This WP, lead by CCTA, comprises the development of an educational guidance, an online self study course, and instructions on how to use the lab considering the target groups (pupils 13 – 18, students & teachers in vocational education, university students who are future teachers in sciences) and its use in different educational settings.

Development of the Nano Tech Tools:

In this WP, Sirma will develop the VL room by room, closely cooperating with CCTA .Revised & tested rooms will be ready by month 25. A final version will be provided after the test phase, and main parts will be translated into the partners' languages.

Educational Testing

All partners will take part in this testing and write 3 –5 case studies about the use of the lab within the different target groups/ educational settings. The case studies will be uploaded to the virtual lab.

Quality assurance and evaluation

This WP comprises project management, the exploitation of ICT for reaching educational goals/project objectives, the monitoring and evaluation of the impact on innovating science education, scientific literacy and scientific citizenship of learners, and gender aspects.

Dissemination and Exploitation

This WPs comprises strong dissemination/exploitation on an institutional, regional, national and European level incl. TR.

The Project Outputs

1. Virtual Lab

The project will establish a Virtual Lab, as an experimental virtual aid to science learning. This will serve as a platform for science lessons, as a database of teaching materials and as a hub for science-learning-related graphic aids and recorded and illustrated appealing experiments on Nano-Tech.

Students and teachers in secondary schools will be able to use and refine the VL, for lessons and sharing information. Their experiences will be recorded both on the Virtual Lab and in the Annual Nano-tech books. The VL will last long after the life of the project and will be an ongoing platform for sharing ideas, lesson plans and information. It will be updated and tested through inviting 10 teachers from the partner countries each year.

2. Nano-tech Guidelines & Nano-tech Annual

During the project, two books (Annual & Guidelines) will be produced to highlight yearly project achievements.

a. Nano-Tech guidelines

There will be pedagogical guidance including teaching strategies and online assessment grids/innovative methods for the assessment of the impact on learners and technical guidance. The aim of the Guidelines is to demonstrate how nano-technology will be used in the Science Lessons. The Nano Tech Guidelines will be produced to enable the target groups to use VL properly according to their educational settings and will be printed in 6 different languages (BG, EL, EN, IT, RO, TR).

b. Nano-Tech Annual

The Nano Tech Annual will be produced for Nano Tech readers to acknowledge them about the past year of the project and will include facts, statistics and graphics about the project. After the finalization of the project, it will be printed annually. The project annual will be dispatched to the schools, directorates, universities, public libraries, teacher training centres, research institutions.

3. Nano-Science Camp

The Nano Science Camp will be made in Lozen in Bulgaria addressing the teachers and their students. Partners' universities and general & vocational schools and the entrepreneur learners in the Nano-tech project competition will be invited to the Nano Science Camp which will include hands-on demonstrations, viewing animations, and a demonstration of nano material. The aim of the camp is to gather the learners who are eager to use/ learn science, earning them the title 'little nano pioneers' and this camp will go on being approbation of the contents and functionalities of the VL.

4. Nano-Tech Competition

The Nano Competition will address the students between the age 13 to 18 and teachers whom can be both from the project partner countries and from other countries. The theme of the competition will be determined by partners and will be announced to the users on the VL. Students who are willing to attend this competition will prepare their projects and upload their projects to the VL. The VL users will vote on the successful projects for a month. The favourite projects will be awarded and promulgated on VL and the winners will be invited to the International Nano Tech Conference that will be held in Istanbul/Turkey. The essential aim of the Competition is to encourage the students to produce projects with regard to Nano technology and inspire science education for future scientists. The Nano Tech Competition will be ritual each following year to create new Nano Pioneers.



3. Workpackage 6 – Quality Assurance

The scope of this workpackage is to ensure quality in project implementation measured in terms of relevance of work undertaken, and partners interests and satisfaction in the methodological and analytical orientation and relevance from an expert (external to the project) point of view, and quality of the Project's products measured in terms of the impact these have on students, teachers and prospective teachers.

FORTH, leading this WP will develop project outputs under which the project will be implemented. Its first concern is to put in place a Quality Assurance Plan (this document) and subsequently to assess its progress. They will:

- a) monitor project development,
- b) ensure the project meets its goals,
- c) ensure quality of processes,
- d) ensure quality of project outputs, and
- e) ensure optimal dissemination of project results.

FORTH will set up a portal system (the NTSE Blog), to enable the implementers to share knowledge about the implementations. It will be used by the wider educational community to discuss project related issues. In three months intervals, Forth will post the issues for discussion/reflection and will compile and produce reports from these discussions. Teachers and students in Science Universities will also be invited to this portal and our discussions will be announced in the e-learning Euro portal.

Overview of Quality Assurance Plan (Deliverable 17)

The processes and instrumentation to be applied in for quality assurance are described in this Quality Assurance Plan. The Plan guides the project's evaluative tasks in its entire lifecycle and engages all partners in its execution. In specific, the plan is to define the process and the criteria under which NTSE will be considered as having met its milestones and successfully achieved its objectives. The plan will define criteria on impact and project implementation. It will further be equipped with instrumentation for assessment (internal to the project and external).

Implementation of Quality Assurance (Overview)

FORTH is responsible for designing the Quality Assurance Plan (this document) and related documentation. FORTH collects data, analyses it and reports to the consortium. All project partners participate in the implementation of the Quality Assurance Plan by collecting of evidence and reflecting on results.

4. Quality Assurance Objectives and Benchmarks

For the successful completion of the above described work programme and the related outputs the following quality assurance objectives and indicators were identified (see table 2). The objectives refer to certain project activities, processes and outcomes that determine the successful completion of the NTSE project as defined in the Lifelong Learning Programme Application Form (2010). The benchmarks specify – on a general level – certain milestones and outcomes that need to be completed in this respect and will be considered for the development of the quality assurance instruments. A differentiation according to three quality assurance levels – internal project evaluation, evaluation of project processes and outcomes, evaluation of impact on target group – is suggested.

QA Objectives	QA Benchmarks	QA Level
Cooperation of consortium members with complementary experience and skills to perform the project tasks	Completion of the whole project, mainly WP 1; Effective cooperation of consortium members.	Internal Evaluation
Quality assurance of all internal and external project processes, outcomes and the impact on the target group	Completion of WP 6; performance of quality assurance processes determined in the NTSE QA Plan	N/A
Conduct of the concept paper specifying the educational features, content, services and technical requirements for the virtual lab	Completion of WP 2	Processes and outcomes
Setting up of the virtual lab (specify experiments to be recorded, setting up of experiments room. Broadcasting room and nanotech database)	Completion of WP 3	Processes and outcomes, Impact on target group
Development of the Nano Tech Tools (Guideline Book on using VL, Nano-Science camp, Nano-Tech Competition)	Completion of WP 4	Processes and outcomes, Impact on target group
Educational testing (Case studies regarding the use of VL, integration of gender aspects into the products)	Completion of WP5	Processes and outcomes, Impact on target group

Development of the project's website, Dissemination of project's outputs (promotional leaflets, newsletters, participation in conferences, localized workshops, promotional materials)	Completion of WP7	Processes and outcomes, Impact on target group
Exploitation of project results (publication of Nano-Tech Annual)	Completion of WP 8	Processes and outcomes, Impact on target group

Table 2: Quality assurance objectives and indicators

5. Quality Assurance Processes, Instruments & Indicators

The following processes should be performed during the project runtime in order to assure the overall quality of the project processes, its outputs and the impact on the target groups. A timeline and deadlines for the delivery of project outcomes are suggested. Indicators for the measurement of the projects' progress and its quality are defined. The instruments suggested in this section (see also the Annex of the Quality Assurance Plan) refer to these indicators.

Internal Project Evaluation

The internal project evaluation aims at monitoring the working activities performed by the coordinators and consortium members. An internal evaluation questionnaire is provided in Annex 1 for this purpose. The questionnaire is based on an instrument successfully used by FORTH in previous projects. It has been adapted to the specific requirements of the NTSE project. The indicators used in the internal evaluation questionnaire are:

- Work activity (e.g. work performance, problems and obstacles).
- Co-ordination of the work (e.g. communication, information flow, use of resources)
- Implementation of the project, required modifications and dissemination (e.g. project objectives and outcomes, related methodologies, dissemination activities)

The internal project evaluation will be undertaken in two rounds (months 18 and 34). After each evaluation round, FORTH provides a short report of the results. The results will be discussed and reflected by the partners during project meetings.

In addition, Project Meetings will be held, with the aim of presenting the work already done and organizing the tasks for the following stages. Each meeting should be attended by preferably the same team of Project participants in order to assure smooth Project execution. For each Project Meeting, the Agenda with the topics to deal with will be established by the coordinator entity. After each meeting, the Minutes will be written down. At the end of each meeting, all the participants will fill in a questionnaire regarding the development of the Transnational Meeting, which will be very useful for the evaluation and improvement of the organization strategy of the organizing entity.

Evaluation of Project Processes and Outcomes

The evaluation of the project processes and outcomes foresees the monitoring of the progress in the eight workpackages and the assessment of the quality of the project outcomes (deliverables). The following table gives an overview of the deliverables per workpackage. It further names the quality assurance instruments which will be applied during the evaluation processes. The instruments are annexed to this report.

<i>WP</i>	<i>Deliverable</i>	<i>Due date</i>	<i>QA Instrument</i>
1	<i>D1. Collaborative webspace</i>	<i>04.12.2010</i>	Evaluation Checklist
	<i>D2. Progress Report</i>	<i>30.04.2012</i>	Evaluation Checklist
	<i>D3. Final Report</i>	<i>09.12.2013</i>	Evaluation Checklist

WP	Deliverable	Due date	QA Instrument
	<i>D4. Partnership Protocols</i>	<i>15.11.2010</i>	Evaluation Checklist
2	<i>D5. Concept for the virtual lab on nanotech: A written document specifying all features of lab</i>	<i>16.05.2011</i>	Evaluation Checklist
3	<i>D6. Short demo of the virtual lab: Short demo video with screens from the virtual lab</i>	<i>04.07.2011</i>	Evaluation Checklist
	<i>D7. Setting up the nano-tech experiment room: Upload the records of the nano-tech experiments</i>	<i>18.07.2011</i>	Evaluation Checklist
	<i>D8. Nano tech database: Nano tech database for virtual lab users</i>	<i>08.08.2011</i>	Evaluation Checklist
	<i>D9. Setting up the broadcasting room: Setting up the broadcasting room of the virtual lab.</i>	<i>01.08.2011</i>	Evaluation Checklist
4	<i>D10. Basic Guideline Book (GB) on Nano Tech using VL: Guiding users how to use the virtual Lab.</i>	<i>11.02.2013</i>	Evaluation Checklist
	<i>D11. Guided tour of the Virtual Lab: An online appealing self-study guidance for users</i>	<i>15.10.2012</i>	Evaluation Checklist
	<i>D12. Nano-Science camp: Appealing science camp for the learners aged 13-18</i>	<i>15.07.2013</i>	Evaluation Checklist
	<i>D13. Nano-tech competition: Inspiring science education for future scientists</i>	<i>15.07.2013</i>	Evaluation Checklist
	<i>D14. Virtual Lab: A functional website replica of a real Nano-Tech L</i>	<i>15.10.2012</i>	Evaluation Checklist
5	<i>D15. Case Studies Report about testing, presenting the case studies</i>	<i>09.09.2013</i>	Evaluation Checklist
	<i>D16. QA and Evaluation, Gender aspects in science edu: Document, outcomes in gender aspects</i>	<i>22.10.2012</i>	Evaluation Checklist
6	<i>D17. Quality Assurance Plan: Written Document in report form</i>	<i>20.12.2010</i>	Evaluation Checklist
	<i>D18. Teachers' Reports & Reflections: Written Document of the course implementers</i>	<i>14.05.2012</i>	Evaluation Checklist

WP	Deliverable	Due date	QA Instrument
	<i>D19. Minutes of project meetings: A written Document of Each Project meeting</i>	<i>29.11.2013</i>	Evaluation Checklist
	<i>D20. 1st Questionnaires: paper based & online products for mid-term evaluation</i>	<i>14.05.2012</i>	Evaluation Checklist
	<i>D21. 2nd Questionnaires A paper based & online product for the evaluation</i>	<i>14.10.2013</i>	Evaluation Checklist
7	<i>D22. Project website:</i>	<i>29.01.2011</i>	Evaluation Checklist
	<i>D23. Interim Report on dissemination activities: Document summarizing the dissemination activities</i>	<i>01.03.2012</i>	Evaluation Checklist
	<i>D24. Second interim report on dissemination activities: document summarizing the dissemination activities</i>	<i>28.10.2013</i>	Evaluation Checklist
	<i>D25. An international event for dissemination of NTSE: International Nano-tech Conference</i>	<i>15.10.2013</i>	Evaluation Checklist
	<i>D26. Promotional Leaflets: Promotional leaflets in partner countries</i>	<i>24.01.2011</i>	Evaluation Checklist
	<i>D27. Newsletters: E-newsletters</i>	<i>28.11.2011</i>	Evaluation Checklist
	<i>D28. Dissemination seminar or workshop in partner country: One day dissemination seminars in partner countries</i>	<i>28.10.2013</i>	Evaluation Checklist
	<i>D29. The report of the discussion portal: Written document on discussion portal</i>	<i>26.08.2013</i>	Evaluation Checklist
	<i>D30. Promotional & Dissemination materials: Pens, mugs, bags & booklets with activities from VL</i>	<i>15.07.2013</i>	Evaluation Checklist
8	<i>D31. Nano-tech Annual for Nano-tech readers: an annual book</i>	<i>16.09.2013</i>	Evaluation Checklist
	<i>D32. Report about the exploitation of project results: Document summarizing exploitation of the results</i>	<i>28.10.2013</i>	Evaluation Checklist

Table 3. Workpackages, deliverables and related deadlines and quality assurance instruments.



The self-reflection checklists, see Annex 2) supports the workpackage leaders in monitoring the progress of working processes and outcome development according to the requirements of the NTSE Lifelong Learning Programme Application Form. The checklists include the following indicators:

- Quality of the eight workpackages (e.g. completion of deliverables, organisation of activities, networking and dissemination activities)
- Quality of project outcomes and deliverables (e.g. format, language, deadline, dissemination)

The consortium is requested to use the checklist as guidance for the completion of project tasks according to the specified requirements and deadlines. Each outcome (deliverable) should be complemented with a filled in version of the checklist. These lists will be part of the Final Evaluation Report.

Evaluation of Impact on Target Groups

The evaluation of the impact on the target groups will be performed by questionnaires with all project actors (teachers, prospective teachers and students) participating in workpackages 2 “Analysis and Concept”, 3 “Educational Guidance” 4 “Development of the nanotech tools”, and 5 “Educational testing”. The specific target groups of the workpackages are listed in table 4 according to the NTSE Lifelong Learning Programme Application Form.

Workpackage	Target Group	Size of Sample	QA Instrument
WP 2	Teachers	20-30 per partner country	Questionnaires on the proposed features of the Virtual Lab
	Prospective teachers	20-30 per partner country	
	Students aged 13-18	20-30 per partner country	
WP 3	Teachers and their students	- Classes from Bulgaria and Turkey participating in 2 videoconferences - DOGA Schools in Turkey	Questionnaires aiming at evaluating and collecting information and suggestions on the content, usability and pedagogical effectiveness of the NTSE Project teaching materials (video, interactive animation, teacher guidelines, student guidelines).
WP 4	Teachers, prospective teachers, students	VL users	Questionnaires aiming at evaluating and collecting information and suggestions on the functionality of the Virtual Lab

WP 5	Teachers and their students	3 to 5 case studies per partner	Questionnaires aiming at evaluating and collecting information and suggestions on the content, usability and pedagogical effectiveness of the NTSE Project teaching materials (video, interactive animation, teacher guidelines, student guidelines).
WP6	Teachers, prospective teachers, students	NTSE Blog users	Surveys introducing nanotech themes

Table 4. Target groups of the NTSE project

The questionnaires will be developed by FORTH with contributions/suggestions from the consortium.

The questionnaires for WPs 3 and 5 addressing students should be rather short. It will be delivered directly after the videoconferences or the structured nanotech experiments/lessons. It can also be provided to participants of NTSE events (e.g. workshops).

Evaluation Reports & Improvement Actions (Measures)

Two evaluation reports will be produced during the project runtime, as part of the projects' interim report (D2) and final report (D3). The reports give an account of the process of project development both from a formative and summative perspective. The interim report will integrate results from the first internal evaluation round and will discuss their role in defining/redefining project objectives and operational tasks in relation to each of the project dimensions.

The final report will integrate the results of both internal evaluation rounds. Additionally, the evaluation of the project processes and outcomes will be reported, including the assessments provided by the external expert. Further, it will presents and discuss the results of the impact on the target audience.

References

NTSE Lifelong Learning Application Form. (2009). Internal Project Document. Project No 2010-4223/001-001



Annex 1: Internal Evaluation Questionnaire

Evaluation Period: ____-____-____ - ____-____-____

Name of Institution: _____

1 – Work activity

Describe briefly the work your institution has undertaken/completed in the evaluation period. Please refer to the different NTSE workpackages.*

Describe the problems/ obstacles encountered in performing the work activities

Describe deviations from the original work plan (and their justification)

2 – Co-ordination of the work

Was your institution periodically and adequately informed of project developments?

What is your source of information regarding a) the project as a whole b) specific project activities

Express your views on the communication process a) from a technical perspective b) from an interpersonal perspective

Have the undertaken tasks been addressed successfully?

a) by the coordinating institution b)by the workpackage leaders c)by the other partners

3 – Implementation of the project, required modifications and dissemination

What do you regard as the project's main operational objective for the next period of the project?

Indicate the methodological changes that you feel need to be made in order to address the project's objectives within the next period.

What is the main result/outcome that has been generated during this period?

Indicate means for disseminating this result/outcome?

State any difficulties you feel might arise in the application of the project.

4 – Other issues

State anything else you feel should be included in the internal evaluation.

Name any issues you think should be addressed in the next project meeting.

Annex 2: Self-Reflection Checklist for the Evaluation of Processes & Outcomes

The work package leaders are asked to monitor the progress made in their WPs by using the self-reflection checklists below. In the following, the self-reflection process is shortly described step-by-step.

The consortium should use these checklists for monitoring the development of specific project processes and outcomes.

Please follow these instructions:

- Tick the quality status (yes, in progress, no) for each of the proposed indicators.

This will support you in monitoring your progress towards a high quality workpackage completion. For best quality each aspect should be “yes”.

- If you complete the WP/ deliver the outcomes and still have “no” ticked for some aspects, please provide a short justification in the respective field.
- The work package leader is responsible for sending the filled in checklists for each WP and deliverable to FORTH upon completion of the WP and deliverables.

Important Issues

Some activities and tasks listed in the checklist are relevant for or dependent on tasks from other workpackages. We therefore recommend reading all tasks carefully and contacting other workpackage leaders on time for organizing the working processes.

WP 1 Processes

WP 1 – Coordination of the Project	ok	in progress	no
Deliverable 1 has been completed			
Deliverable 2 has been completed			
Deliverable 3 has been completed			
Deliverable 4 has been completed			

Justifications for “no” (Processes & Outcomes)

WP 1 Outcomes – Collaborative workspace (D1)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D1	yes	in progress	no	N/A
All documents are shared with the consortium				
Only partners and subcontractors have access to the internal space				

WP 1 Outcomes – Progress Report (D2)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
The content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D2	yes	in progress	no	N/A
Milestones and interim results to be achieved are set up				

WP 1 Outcomes – Final Report (D3)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D3	yes	in progress	no	N/A
Milestones and interim results to be achieved are set up				

WP 1 Outcomes – Partnership Protocols (D4)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D4	yes	in progress	no	N/A
The project contracts specify the mutual obligations and individual tasks / responsibilities of the partners. It details the reporting duties and payment procedures				

WP 2 Processes

WP 2 – Analysis and Concept	ok	in progress	no
Deliverable 5 has been completed			

Justifications for “no” (Processes & Outcomes)



WP 2 Outcomes – Concept for the Virtual Lab in Nanotechnology (D5)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D5	yes	in progress	no	N/A
Needs analysis studies to define the pedagogical features of the VL				
Analysis of the National Curriculums for Sciences				
Questionnaires for students, teachers and prospective teachers applied.				

WP 3 Processes

WP 3 – Educational Guidance	ok	in progress	no
Deliverable 6 has been completed			
Deliverable 7 has been completed			
Deliverable 8 has been completed			
Deliverable 9 has been completed			

Justifications for “no” (Processes & Outcomes)



WP 3 Outcomes – Short demo of the virtual lab (D6)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D6	yes	in progress	no	N/A
Demo in all partner languages				

WP 3 Outcomes – Setting up the nano-tech experiment room (D7)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D7	yes	in progress	no	N/A
The experiments to be recorded were determined				
Turkish researchers realized the experiments in real nano lab				
Experiments were uploaded in VL				
Online discussion dates were defined				

WP 3 Outcomes – Nano tech database for VL users (D8)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D8	yes	in progress	no	N/A
Database planned in the 1 st PM and partners' recommendations have been taken into account.				
Database includes methodological articles related to experiments inventions and researches				

WP 3 Outcomes – Setting up the broadcasting room (D9)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D9	yes	in progress	no	N/A
The room comprises the broadcasting of project events				
Includes interviews with successful women scientists				

WP 4 Processes

WP 3 – Development of the Nano-tech tools	ok	in progress	no
Deliverable 10 has been completed			
Deliverable 11 has been completed			
Deliverable 12 has been completed			
Deliverable 13 has been completed			
Deliverable 14 has been completed			

Justifications for “no” (Processes & Outcomes)



WP 4 Outcomes – Basic Guideline Book (GB) on Nano Tech using VL (D10)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D10	yes	in progress	no	N/A
Educational guidance revised based on partners feedback				
GB translated to all partner's languages				

WP 4 Outcomes – Guided tour of the Virtual Lab (D11)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D11	yes	in progress	no	N/A
Appealing guided tours enabling users to explore the VL				

WP 4 Outcomes – Nano-science Camp (D12)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D12	yes	in progress	no	N/A
The users of VL, Teachers and their students, invited to the camp				
Hands-on experiments and demonstrations took place				
Results were broadcasted to the VL				

WP 4 Outcomes – Nano-tech Competition (D13)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D13	yes	in progress	no	N/A
Competition themes were determined by the partners and were announced on the VL				
Projects were uploaded on the VL and users voted for the best project				
Best project invited at the International Nanotech Conference				

WP 4 Outcomes –Virtual Lab (D14)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D14	yes	in progress	no	N/A
The VL includes a guided tour				
The VL comprises inquiry-based learning/experiments, collaborative tools, editing/publishing/communication tools, video on demand, interactive educational broadcasting for learners, case studies, examples of lesson plans, and online assessment grid				

WP 5 Processes

WP 5 – Educational Testing	ok	in progress	no
Deliverable 15 has been completed			
Deliverable 16 has been completed			

Justifications for “no” (Processes & Outcomes)

WP 5 Outcomes – QA and Evaluation, Gender aspects in science education (D16)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D16	yes	in progress	no	N/A
CTA with the external evaluator will ensure a suitable approach to the integration of gender aspects into the products, services, pedagogics of the project in terms of science education on nanotechnology.				
The deliverable provides recommendations how to teach nanotech notably to female learners of all ages				

WP 6 Processes

WP 6 – Quality Assurance	ok	in progress	no
Deliverable 17 has been completed			
Deliverable 18 has been completed			
Deliverable 19 has been completed			
Deliverable 20 has been completed			
Deliverable 21 has been completed			

Justifications for “no” (Processes & Outcomes



WP 6 Outcomes – Quality Assurance Plan (D17)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D18	yes	in progress	no	N/A
Processes and criteria defined for internal evaluation activities				
Processes and criteria defined for evaluation of the project work processes and outcomes				
Processes and criteria defined for the evaluation of the impact on the target groups				
Quality assurance instruments defined				

WP 6 Outcomes – Minutes of Project Meetings (D19)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D19	yes	in progress	no	N/A
After each meeting tasks, deadlines and to-do list are set				

WP 6 Outcomes – 1st Questionnaires (D20)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D20	yes	in progress	no	N/A
The Internal Project Evaluation Questionnaire has been used for collecting partner's opinions				

WP 6 Outcomes – 2nd Questionnaires (D21)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D21	yes	in progress	no	N/A
The Internal Project Evaluation Questionnaire has been used for collecting partner's opinions				

WP 7 Processes

WP 7 – Dissemination	ok	in progress	no
Deliverable 22 has been completed			
Deliverable 23 has been completed			
Deliverable 24 has been completed			
Deliverable 25 has been completed			
Deliverable 26 has been completed			
Deliverable 27 has been completed			
Deliverable 28 has been completed			
Deliverable 29 has been completed			
Deliverable 30 has been completed			

Justifications for “no” (Processes & Outcomes



WP 7 Outcomes – Project website (D22)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D22	yes	in progress	no	N/A
The web site contains information about the background, aims, target groups, partners, activities, events and results of the project.				
The website offers access to the virtual laboratory on nanotechnology and to NTSE Blog.				
The website content is translated into all partner languages				

WP 7 Outcomes – Interim Report on dissemination activities (D23)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D23	yes	in progress	no	N/A
A list of activities (type of activity, media used/event), the target audiences reached (type of audience, numbers), and the overall impact of dissemination activities across Europe incl. Turkey.				

WP 7 Outcomes – 2nd Interim Report on dissemination activities (D24)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D24	yes	in progress	no	N/A
A list of activities (type of activity, media used/event), the target audiences reached (type of audience, numbers), and the overall impact of dissemination activities across Europe incl. Turkey.				

WP 7 Outcomes – An international event for dissemination of NTSE (D25)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D25	yes	in progress	no	N/A
The conference addressed 200 participants targeting educational stakeholders, incl. the Ministry of education, the academics on science, the sessions on the last technological improvements and the effects on humankind.				
The conference aimed to introduce the outcomes of the project.				
It covered the workshops as the last sessions of the Conference.				

WP 7 Outcomes – Promotional Leaflets (D26)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D26	yes	in progress	no	N/A
Two project leaflets were produced (in all partner languages) and disseminated				

WP 7 Outcomes – Newsletters (D27)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D27	yes	in progress	no	N/A
At least two newsletters to announce the VL				
A final newsletter about project outputs and Nanotech Conference				

WP 7 Outcomes – Dissemination seminar or workshop in partner countries (D28)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D28	yes	in progress	no	N/A
One dissemination seminar per partner, 20 people invited				
Good practices and implementations in their countries shared by the project experts and the implementers.				
Recordings and photos of the events uploaded to the VL.				

WP 7 Outcomes – The report of the discussion portal (D29)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D29	yes	in progress	no	N/A
FORTH compiled and produced reports on the discussions				

WP 7 Outcomes – Promotional & Dissemination materials (D30)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D30	yes	in progress	no	N/A
Promotional & Dissemination materials were produced				

WP 8 Processes

WP 7 – Exploitation Results	ok	in progress	no
Deliverable 31 has been completed			
Deliverable 32 has been completed			

Justifications for “no” (Processes & Outcomes)



WP 8 Outcomes – Nano-tech Annual for Nano-tech readers (D31)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D31	yes	in progress	no	N/A
The annual (1500 copy in EN version) dispatched to the schools, directorates, unv, public libraries, teacher training centers, research institutes.				
Annuals dispatched to partners before the Dissemination Seminars				
Annuals distributed in the International Conference				

WP 8 Outcomes – Report about the exploitation of project results (D32)

Format	yes	in progress	no	N/A
NTSE Report Template used				
EU Disclaimer inserted (ok if NTSE Report Template has been used)				
Reference list according to APA style				
Language	yes	in progress	no	N/A
Proofread (by native speaker)				
Promoting equality, e.g. gender, religion, nationality is addressed equally				
Appropriateness for target group				
Deadline	yes	in progress	no	N/A
Delivered at required date				
If not: consortium has been informed about the delay				
Dissemination	yes	in progress	no	N/A
The output has been disseminated				
If not: dissemination activities are planned				
Content	yes	in progress	no	N/A
Content is in accordance with the specific requirements of the deliverable (see below)				
The content is based on up-to-date resources and literature				

Specific requirements for D32	yes	in progress	no	N/A
Summarized the activities carried out, the target groups reached in terms of numbers, the type of target groups and educational settings.				

Annex 3: Meeting Evaluation form

_____ NTSE Meeting Evaluation

Place: _____ Dates: ____ - ____ / ____ / _____

<i>Circle one number for each statement.</i>	Strongly Disagree	Disagree	Undecided	Agree	Strongly Agree
Meeting Preparation					
1. I was notified in sufficient time to prepare.	1	2	3	4	5
2. I received an agenda and list of desired outcomes.	1	2	3	4	5
3. I understood why this meeting was being held and the specific outcomes expected.	1	2	3	4	5
4. I understood what was expected of me as a participant, and what was expected of the other participants	1	2	3	4	5
5. I understood the intended flow of the meeting (e.g., agenda, schedule, design, etc.) and when it would end.	1	2	3	4	5
Meeting Execution					
6. Most participants listened carefully to each other.	1	2	3	4	5
7. Most participants expressed themselves openly, honestly, and directly.	1	2	3	4	5
8. Agreements were explicit and clear, and conflicts were openly explored and constructively managed.	1	2	3	4	5
9. Things generally proceeded as intended (e.g., the agenda was followed, it ended on time) and the meeting achieved its intended purpose.	1	2	3	4	5
10. My participation contributed to the outcomes achieved.	1	2	3	4	5
11. At the end of the meeting, action items were clearly identified and assigned	1	2	3	4	5
12. Overall, I am satisfied with this meeting and I feel my time here has been well spent.	1	2	3	4	5

