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# EVALUATION QUESTIONNAIRE ANALYSIS

## *4th General Meeting*

*ANAU, Yerevan, Armenia, 30-31 May 2019*

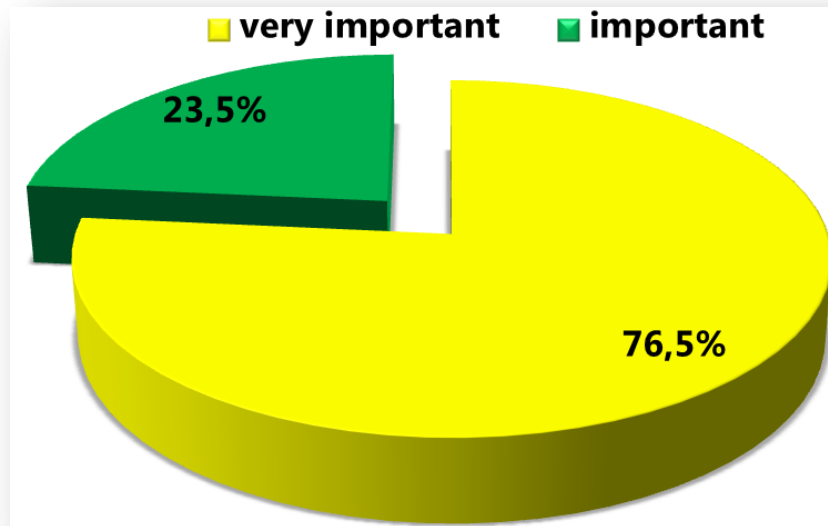
<b>Project</b>	<b>585603-EPP-1-2017-1-DE-EPPKA2-CBHE-JP (2017 – 3299/001-001) / TOPAS</b> From theoretical-oriented to practical education in agrarian studies
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<b>Status-Version:</b>	<b>FINAL VERSION</b>
<b>Date (dd/mm/year):</b>	<b>10/06/2019</b>
<b>Dissemination Level</b>	<b>Restricted to other program participants (including the Commission Services)</b>

The project progress surveys are one of the key tools to assure the project's quality and success. Conducted regularly by the QM team, they enable evaluation TOPAS progress and delivery by gathering open and anonymous opinions of project partners (the personal data is optional). The surveys are very important for the results to give the Executive Management Unit, TOPAS Steering Committee and the Consortium an early indication of problems and risks and of what could be done to address them.

TOPAS partners took part in the fourth project survey in early June 2019 straight after the meeting through Google form. The results are shown below.

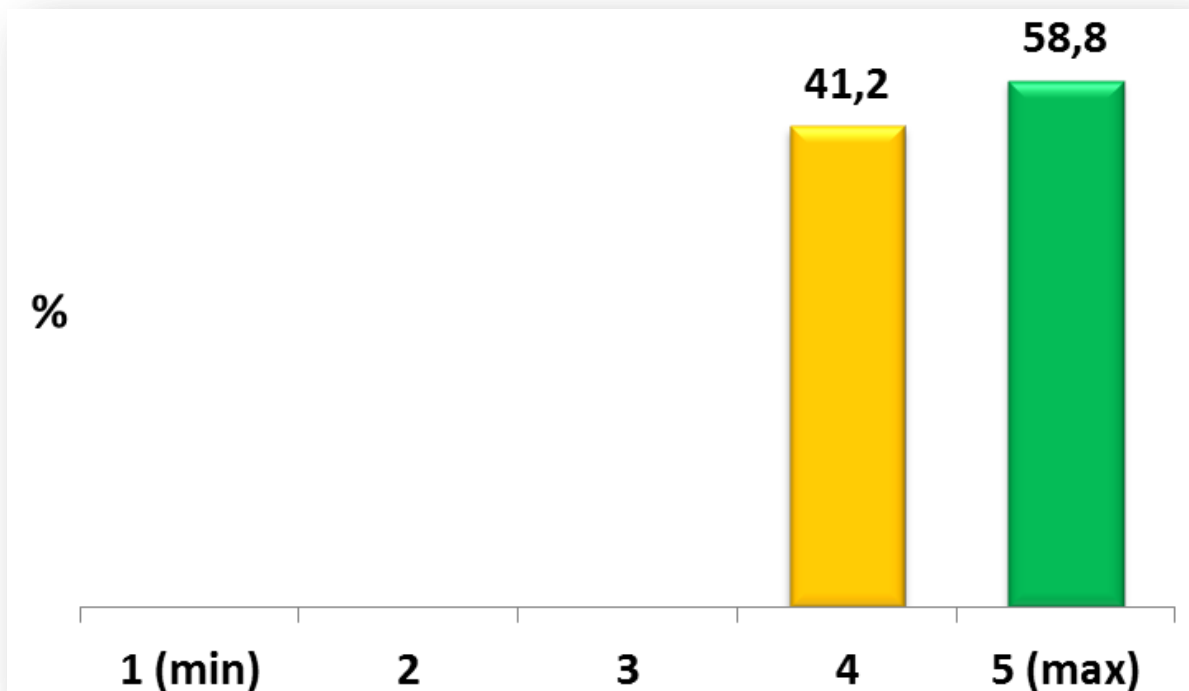


**Did you find the meeting for your institution (knowledge of the project, including the methodology, results, and activities)?**



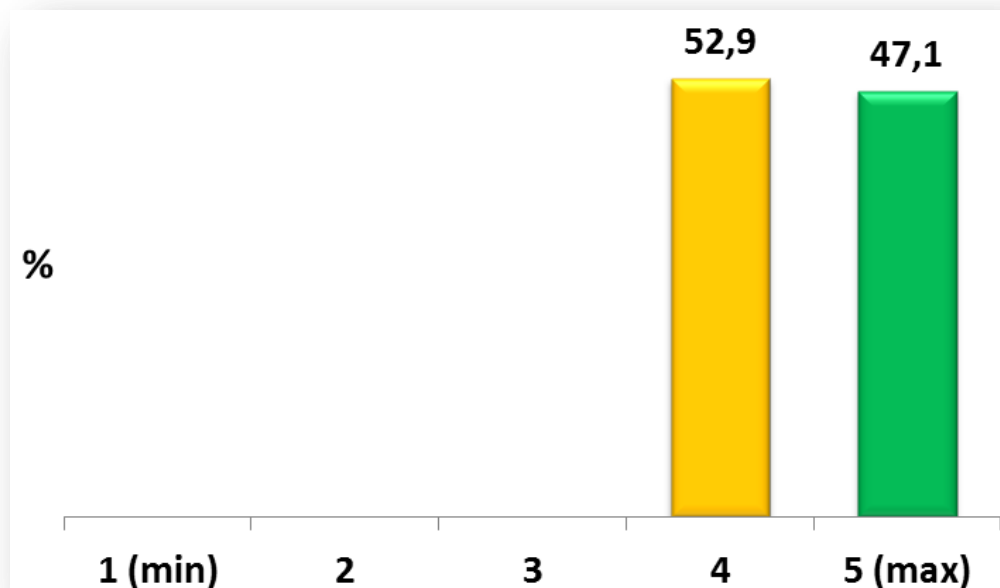
2

**To what extent were the questions connected with the project explained during the meeting?**



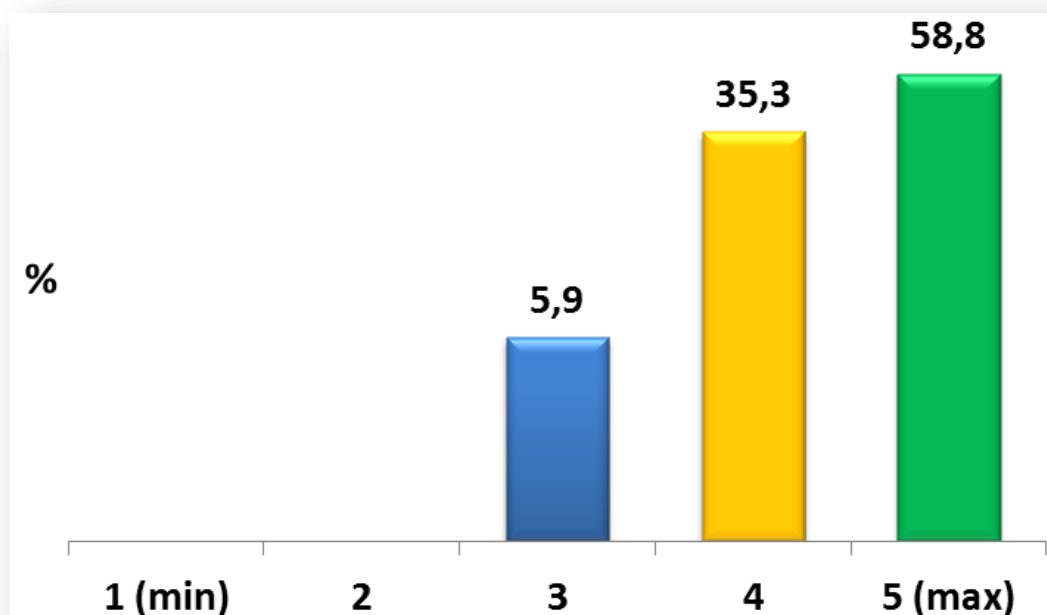


**To what extent did the time dedicated to the questions connected with the project satisfy your expectations during the discussions?**



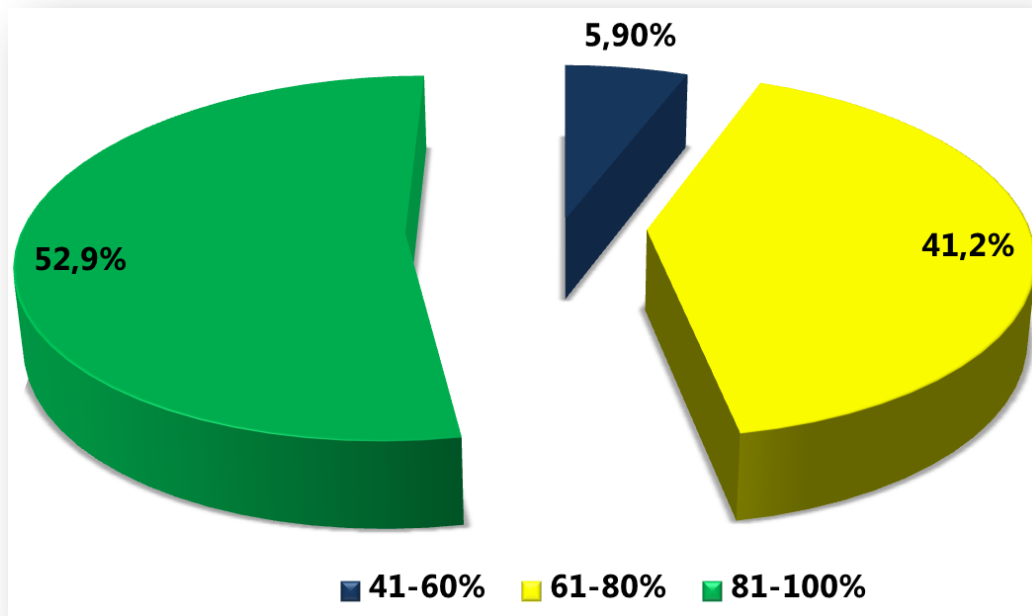
3

**To what extent did the objectives of the meeting satisfy your expectations?**



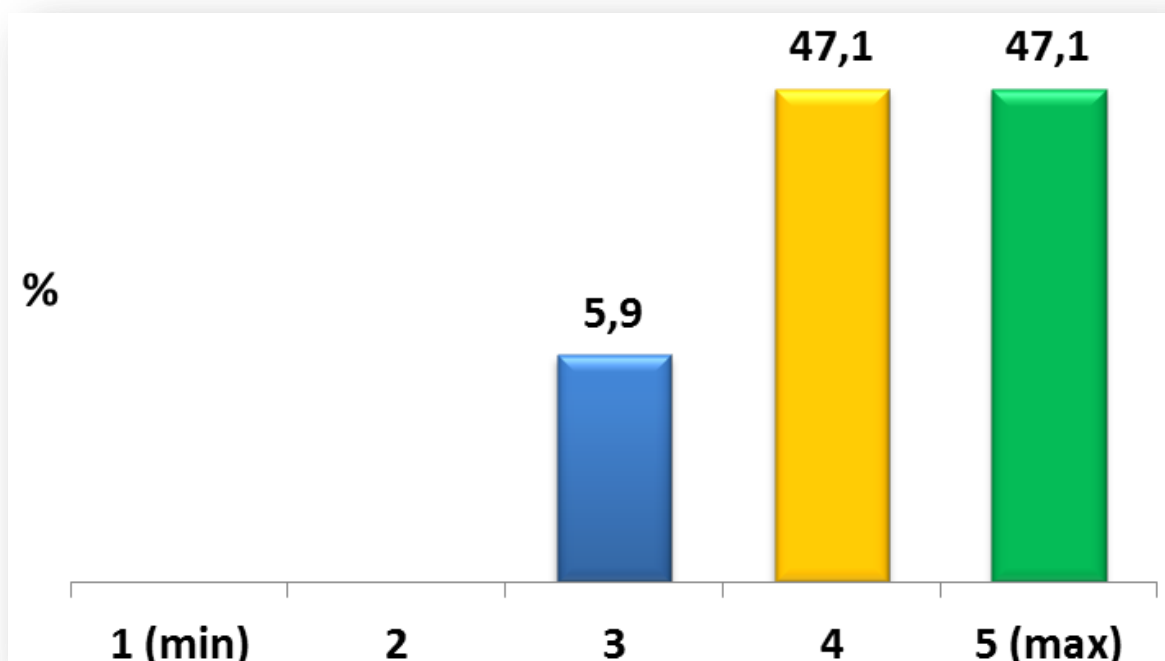


**Of the information presented on the meeting, how much is usable  
to you?**



**4**

**To what extent did the meeting make you think?**

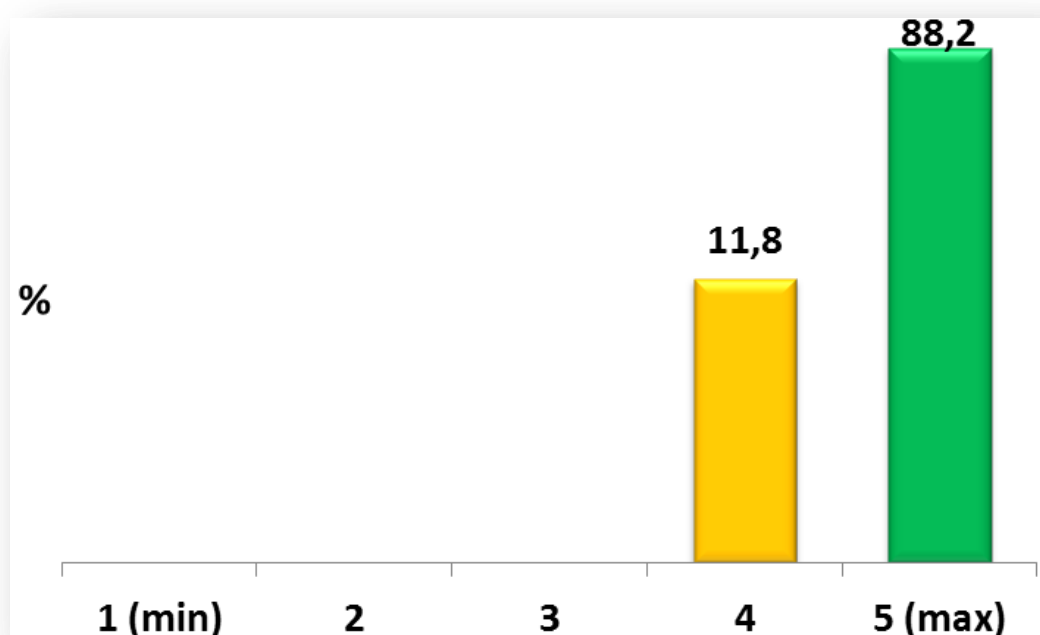




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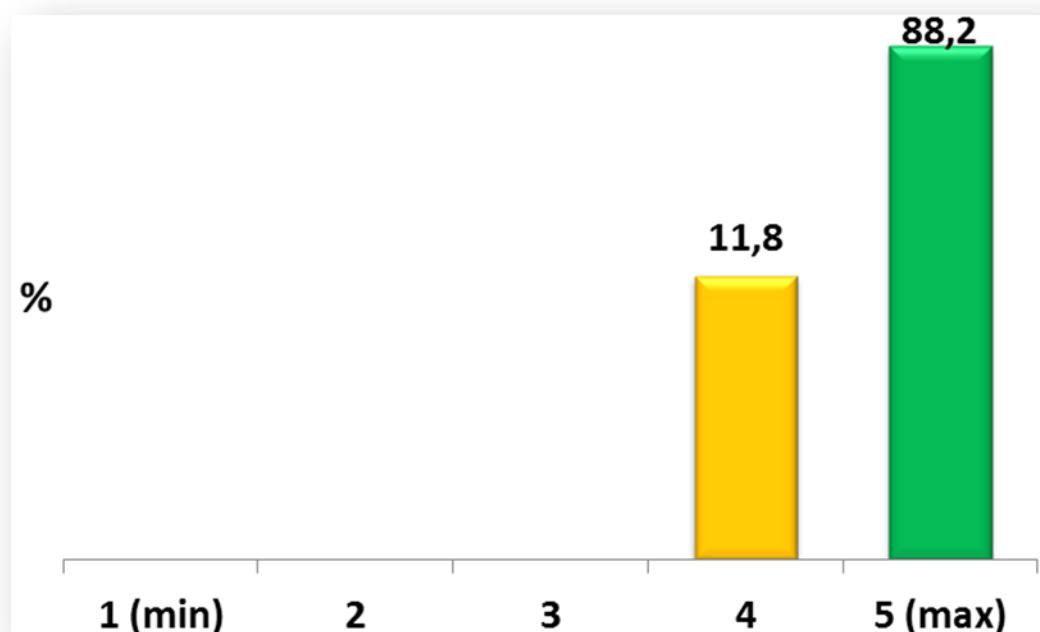


**To what extent did the meeting allow you to identify the role of your institution in the project?**



**5**

**Did the meeting allow you to exchange opinions and experience with the partners?**

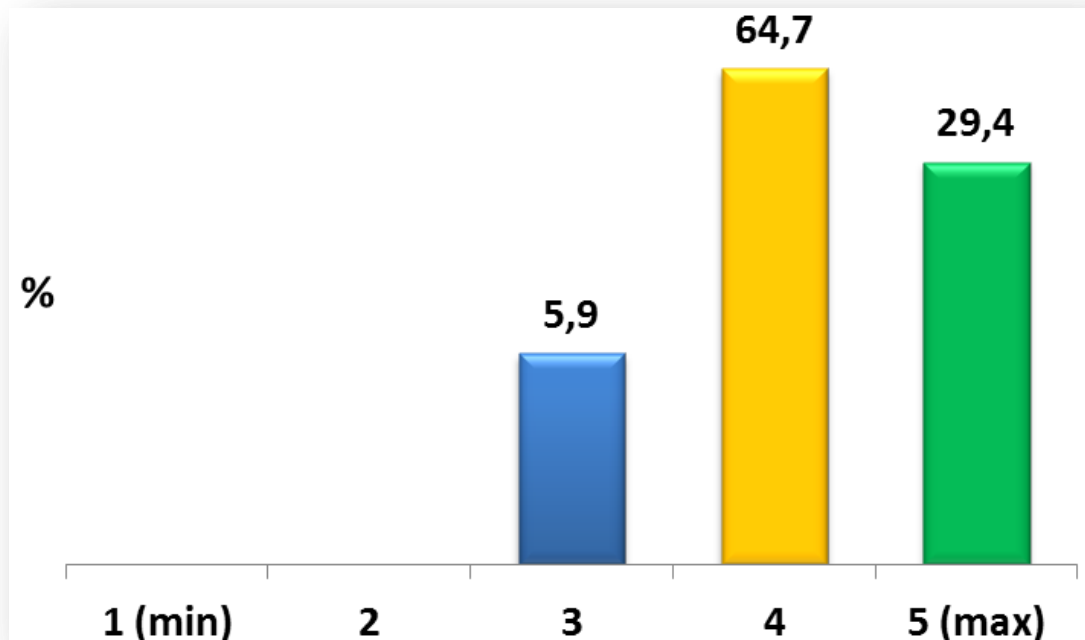




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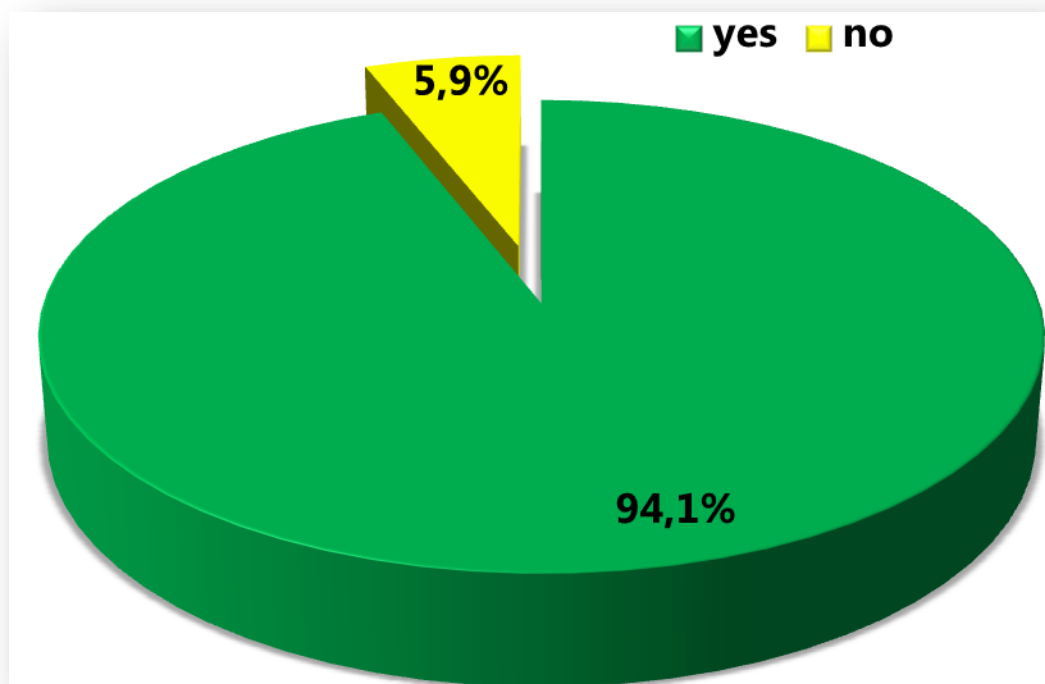


**How do you mark the organisation and the facilities at your  
disposal during the meeting?**



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**Did you receive the documentation about the meeting in due time?**

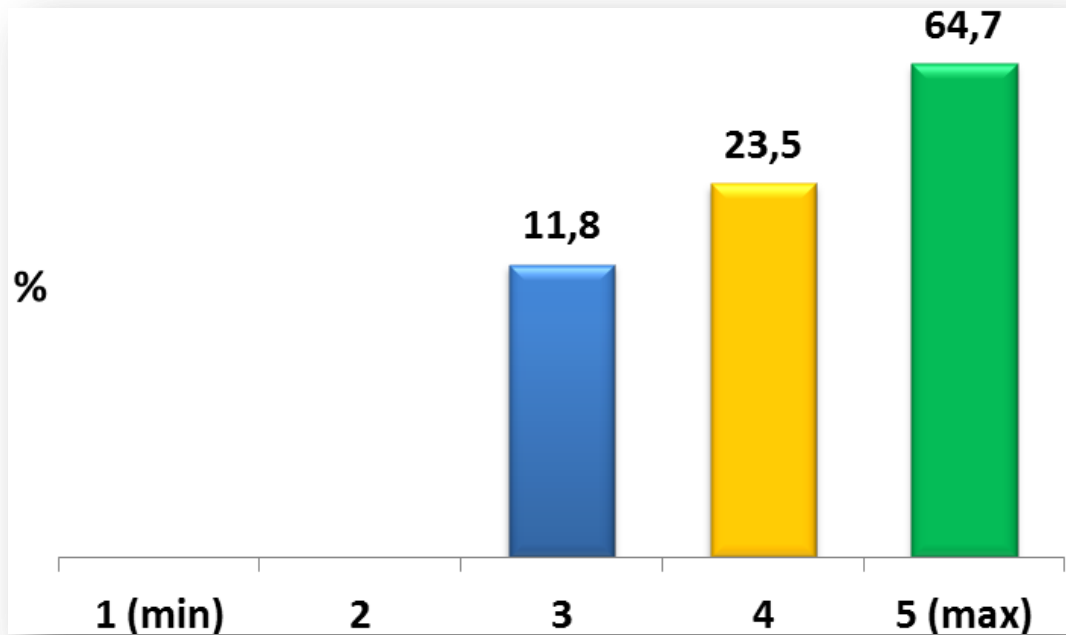




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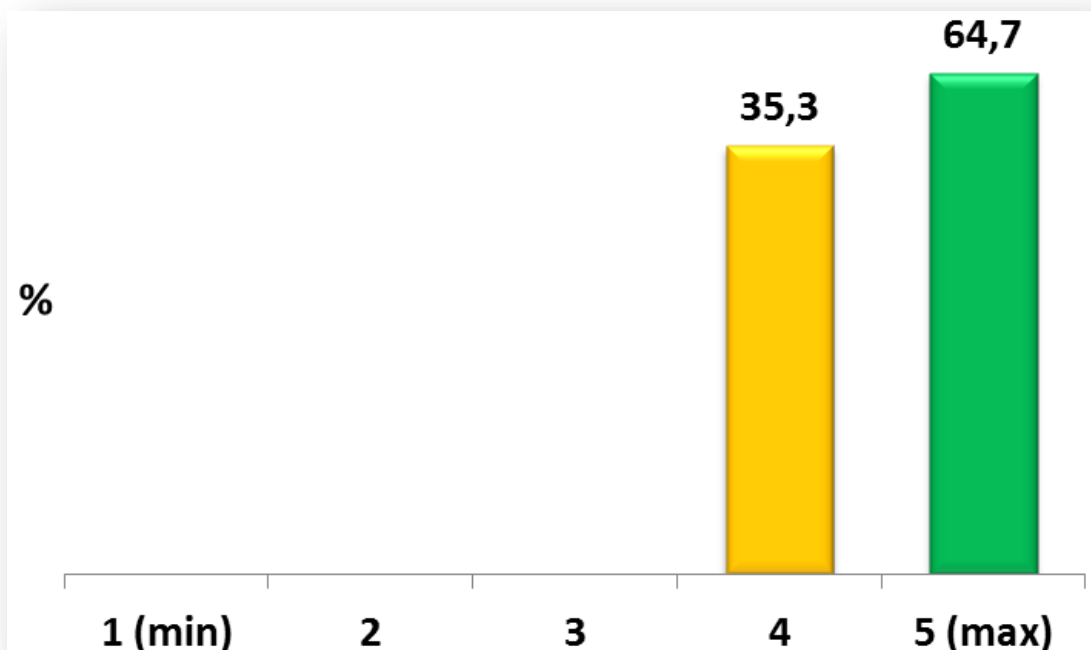


**How would you assess the quality of the documentation?**



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**How would you evaluate the location of the meeting?**

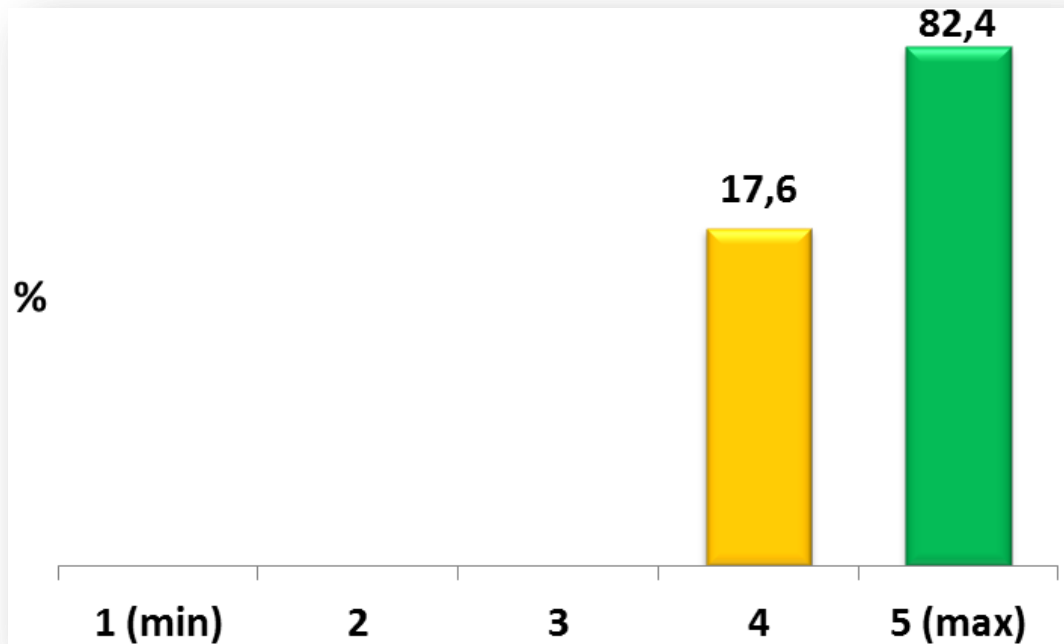




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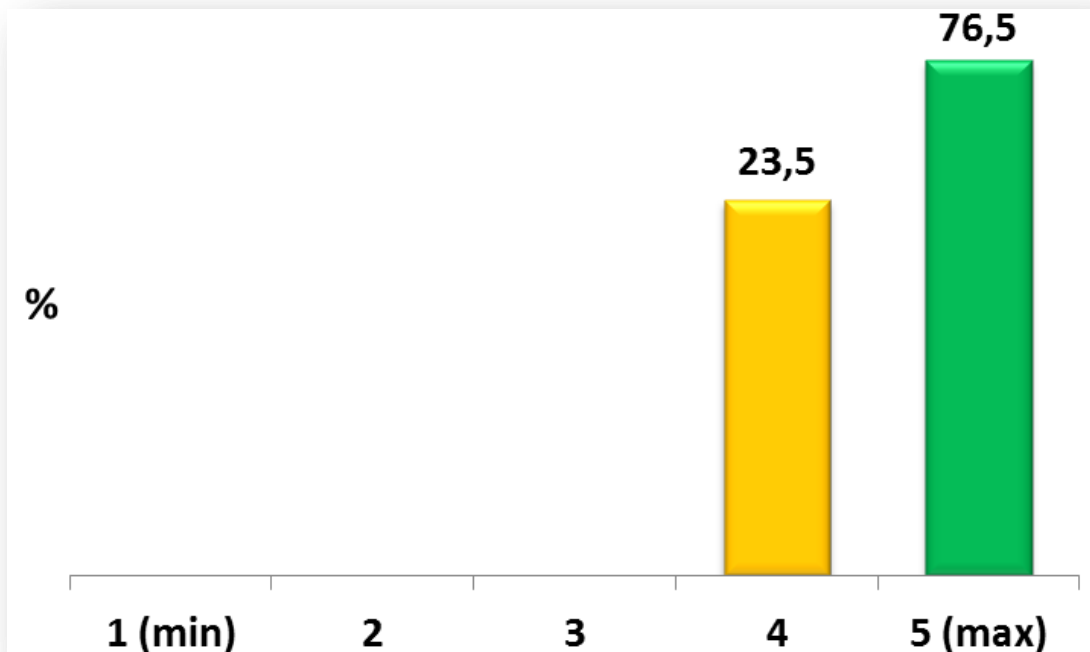


**How would you evaluate the social aspects of the meeting?**



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**How would you generally evaluate the meeting?**







## OPEN QUESTIONS

### Which aspects of the meeting do you consider the best?<sup>1</sup>

- ✓ Deadlines of work done
- ✓ The opportunity for the open discussion and experience exchange.
- ✓ The progress that was identified, updates on work packages
- ✓ Feedback from institutions on Workpackage our institution is responsible for handbook of best practice
- ✓ Two working days were very productivity. We discussed a lot of important things. Everything was organized very nice with an amazing hospitality.
- ✓ Organization, partners communication, discussion
- ✓ Discussion about current results and next steps of project.
- ✓ Discussion about database collection and internship
- ✓ Open fair discussions and solutions
- ✓ Discussed matters, location, coffee breaks, overall organization.
- ✓ Discussions
- ✓ There was the constructive, factual, well-organized meeting
- ✓ Communication, discussion, management
- ✓ Opportunity to exchange opinions and experience with the partners
- ✓ Discussion about new Teaching and assessment Methods and their Implementation in Partner Universities
- ✓ All topics were very good presented.

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<sup>1</sup> The author's orthography and parlance have been left intact



**Which aspects of the meeting do you consider the worst?<sup>2</sup>**

- ✓ None\*11
- ✓ Discussion on data management
- ✓ Some materials presented by our partners was not based on the actual state.
- ✓ Discussion of topics in the general meeting which could be best resolved in smaller sub groups
- ✓ Long discussions about details of implementation for each country
- ✓ Section about App should be better structured
- ✓ There was no air-conditioned meeting room
- ✓ Duration of the meeting: it was short (just 2 days)

**What are THREE NEW THINGS you have discovered for yourself in the meeting? (please reply as this 1);2);3)\_<sup>3</sup>**

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- ✓ All\*2
- ✓ None
- ✓ 1) more effective to work in a small group
- ✓ 1) mechanism of placement organisation; 2) the need of web-app development for data collection;3) the need of the development of rules for data base management.
- ✓ 1) Tasks for completion in short and long term 2) Effectiveness of institution input 3) Roadmap for rest of project duration
- ✓ 1) handbook, 2) app, 3) financial issues
- ✓ 1) new project UFMD 2) next meeting in Kiev 3) about teaching methods Writtle university college
- ✓ 1) level of financial resources' using by partners
- ✓ 1) new tasks to be carried out in the project, which I did not know before ; 2) specifics of economic situation of Armenia; 3) outline of handbook and best practice

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<sup>2</sup> The author's orthography and parlance have been left intact

<sup>3</sup> The author's orthography and parlance have been left intact



✓ 1) MOOC development possibilities; 2) Internship and learning outcomes;

✓ 1) app has to be discussed more; 2) Students participated in project should be included in Meetings

✓ 1) Should have more practice with international community; 2) Should drill my expertise area; 3) English fluency

✓ 1) Placement programmes; 2) Template of MOOC implementation; 3) Curricula updates in line with Bologna criteria

✓ 1) Well-prepared, earlier meeting program, 2) New additional tasks in my WP to do, 3) Report of students from the training in Writtle

✓ 1) What should we do for the MOOC 2) Discussion about study programs 3) Detailed discussion of further steps.

✓ 1) Schedule of the future meetings

**Which characteristics of the meeting contributed to its effectiveness?**

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- ✓ Direct discussions\*3
- ✓ Chairing, direction and management from Ralf Schlauderer\*2
- ✓ More effective work in a small groups
- ✓ The meeting has been lead in different locations (e.g. 1st day - university, 2nd - placements"
- ✓ Participation of key partners from all parnter institutions enabled to make all necessary decisions.
- ✓ The organising team from ANAU
- ✓ Active participants and follow the agenda of the meeting
- ✓ High level management, partners' involvement in open discussion
- ✓ Open Mind, trust, willingness
- ✓ Round table form and 1 host
- ✓ Friendly environment
- ✓ Good organization and efficient implementation of the meeting program
- ✓ Discussion about data collection and App
- ✓ Open dialogue and subject discussion



- ✓ Good preparation

**What advice would you give to the partner institutions so as to improve the results of the next meetings?<sup>4</sup>**

- ✓ None\*3
- ✓ Make a program more detailed and predict different factors related the technical problems
- ✓ The dates of meetings should be discussed and fixed no later than three month.
- ✓ Make sure the facilities can cope
- ✓ Use different venues. Have breakout sessions
- ✓ To be more active during meeting
- ✓ Combine discussion with some workshops
- ✓ More thorough preparation process
- ✓ Be short and constructive at discussions
- ✓ Hard working))))
- ✓ Make more photos, shoot videos.
- ✓ Continue the productive work.
- ✓ Select participants with knowledge of English
- ✓ To organize group discussions by distributed tasks.
- ✓ Common Language for all members

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<sup>4</sup> The author's orthography and parlance have been left intact