

Integrated strategy Initiative for Strengthening the supply of APPrenticeships in TEXtile sector

TEXAPP

TASK	5.1. External Design Methodology Plan / External evaluation aspects (questions, methodology, etc.)
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Tasks and activities under the external evaluation/conformity assessment

The external evaluator is responsible for giving feedback to the partnership after each report has been received and also for making recommendations that can be used for corrective actions to ensure the development and progress of the project activities and best possible results.

The base of the external evaluation;

- detailed description of the project (mainly WP4, WP5),
- activities expected in the Work Packages,
- main project-purposes; main deliverables for that to approach the project results expected,
- to supervise the project progress (tasks, deadline and timetable), how will meet the project purposes , the expected results and impacts (activities, meetings, conferences, workshops, etc...), applications of the relevant good practices to develop the project-efficiency to reach goals.

The aim of the WP5/Evaluation, in coordination and in line with WP4 activities focuses on;

- to develop the evaluation tools for process and outcome evaluation,
- to ensure of the working progress of the work packages is within the given time frame of the project time table,
- to identify the delays in working group progress and problemes causing this delays,
- to intervene in order to allow the compliance with the timetable (if it is needed by proposed corrective actions,
- to compose a final report which outlines the central outcomes.

Deliverables from the external evaluator/Quality assurance aspects and evaluation issues;

- two external Quality Assurance Reports will be delivered at the middle and at the end of the project funded period,
- one interim external evaluation will be used for the project Interim report and for making improvements,
- one final Quality Assurance and Evaluation Report before end of the project funded period will be used for the projects Final Report,
- the external evaluator is available for virtual meetings with the coordination team and the consortium and supports the joint commitment to excellence of the project.

Suggestions;

- all of the project partners have to understand and realise the mentality of Quality Assurance and Quality Management during the project time and the joint activities too,
- the use of the relevant Quality techniques is needed (e.g. SWOT, Pareto, EFQM modell or self assessment, etc... that is suitable to the topic and is needed for the project results expected),

- evaluation forms (General aspects, Logistic and organisation, content, etc...) have to be informative. The keys; 1,2,3 and 4 are important but these are too general evaluations without verification or explanation so these do not give real value added to the evaluation and enough information to develop the title. The remarks, comments and suggestions are needed in all of the occasions, written to the evaluation forms.

Methodology;

- the main evaluation-points are at the milestones (according to WPs deliverables),
- the project coordinator manages the project, collects all of the deliverables. When he agrees and accepts the documents he forwards them for the evaluation through the P5 partner,
- the external evaluator completes the conformity assessment report and gives the feedback to the coordinator with evaluation-opinion, remarks and suggestions for the corrective actions through the P5 partner.