TEMPUS IV - Sixth call for proposals, 26 March 2013

WORKPLAN & WORKPACKAGES
Please ensure that the information you provide in this worksheet is consistent with Part F of your eForm

Development	DEV	**Table 1**
Quality Plan	QPLN	
Dissemination	DISS	
Exploitation	EXP	
Management	MNGT	

The same reference and sub-reference numbers used in the <u>logical framework matrix</u> must be assigned to each deliverable and related activity. The first month of the project must be marked 1. Please use the following symbols:
- Activity carried out in the EU or Candidate Country: O
- Activity carried out in the Partner Country: X

WP Type	Deliverable / Activity Ref. N°	Activities (as indicated in the LFM)	Dura-tion (weeks)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
DEV	Act. 1.1	An analysis of needs (M3-M5); report produced (M6)	8			XO	XO	XO	XO																														
DEV	Act. 1.2	Review of state of art and effective programs (M3-M5); report produced (M6)	8			XO	XO	XO	XO																														
DEV	Act. 1.3	Consortium meeting at P6 - NSO (M7)	1							O																													
DEV	Act. 1.4	Drafting of the final report (M8)	3								XO																												
DEV	Act. 2.1	Development of detailed syllabi (M9-M13)	8									XO	XO	XO	XO	XO																							
DEV	Act. 2.2	Identification of appropriate teaching materials and methods (M9-M13)	4									XO	XO	XO	XO	XO																							
DEV	Act. 2.3	Consortium meeting at P8 - Szeged (M14)	1														O																						
DEV	Act. 2.4	Revision and finalization of syllabi, teaching materials & methods (M15-M16)	4															XO	XO																				
DEV	Act. 2.5	Tendering (M14), purchasing, and installation of equipment & books (M17-M18)	3														X			X	X																		
DEV	Act. 3.1	Selection of teachers and mentors (M9)	1									X																											
DEV	Act. 3.2	Training of 75 academic staff & mentors by the EU partners (M11-M18)	10											X	X	X	X	X	X	X	X																		
DEV	Act. 3.3	Consortium meeting at P7 - Jyvaskyla (M19)	1																			O																	
DEV	Act. 4.1	Development of criteria for selection, selection & enrollment of students (M22)	2																						X														
DEV	Act. 4.2	Implementation of the Master program and PD courses (M23-M36)	56																							X	X	X	X	X	X	X	X	X	X	X	X	X	X
DEV	Act. 4.3	Seminars / workshops of EU academic staff in Serbia (M24, M28)	2																								X				X								
DEV	Act. 4.4	Internships of Master program students (20) at EU partners (M29-M30)	2																													O	O						
DEV	Act. 5.1	Establishment of the Educational Leadership Network (M11)	1											X																									
DEV	Act. 5.2	Identification of major issues related to educational leadership in Serbia	6														XO	XO			XO	XO			XO	XO			XO	XO			XO	XO			XO	XO	
DEV	Act. 5.3	Meetings with policymakers (M22, M26, M30, M34)	2																						X				X				X				X		
QPLN	Act. 6.1	Formative evaluation of the project (M6, M13, M18, M25, M32-M33)	3						XO							XO					XO							XO							XO	XO			
QPLN	Act. 6.2	Evaluation by the external expert (M9, M17, M27, M32-M33, M35)	2									XO								XO										XO					XO	O		XO	
QPLN	Act. 6.3	Inter-Tempus coaching (M18)	1																		O																		
QPLN	Act. 6.4	Development & adoption of QA mech. (M4-M5, M14, M16-M17, M28-M29)	3				X	X									X		X	X											X	X							
DISS	Act. 7.1	Web site development, maintenance and update (M3-M36)	17			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
DISS	Act. 7.2	Preparation (M16-M17) and distribution of the Handbook (M18-M19, M22, M30-M31, M34)	6																X	X	X	X			X								X	X			X		
DISS	Act.7.3	Preparation (M17) and distribution of the brochure (M18-M19, M22, M30-M31, M34)	3																	X	X	X			X								X	X			X		
DISS	Act. 7.4	Promotion of the project at conferences organized by others (M18-M36)	3																		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
DISS	Act. 7.5	Dissemination conferences / Student info days (M18-M19, M22, M30-M31, M34)	4																		X	X			X								X	X			X		
DISS	Act. 7.6	Final project conference (M34)	1																																		X		
EXP	Act. 8.1	Preparation and submission of accreditation documentation (M16-M17)	3																X	X																			
EXP	Act. 8.2	Preparation and submission of PD registration documentation (M16-M17)	2																X	X																			
EXP	Act. 8.3	Ensuring institutionalization of the joint Master program (M28-M29)	2																												X	X							
EXP	Act. 8.4	Continuation of many DEV & DISS activities (M16-M36)	N/A																X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MNGT	Act. 9.1	Meetings of PC partners for coordination and management (M1-M36)	36	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MNGT	Act. 9.2	Kick-off and Steering Committee meetings (M2, M7, M14, M19, M26, M34)	1		X					O							O					O							X								X		
MNGT	Act. 9.3	Project monitoring (M1-M36)	36	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO	XO
MNGT	Act. 9.4	Project reporting (M6, M12, M24, M30, M17-M18, M35-M36, M35-M36)	8						X						X					XO	XO						X						X					XO	XO