



# Report on project website

Version 02 – January 2019

## A. Premises

### 1. Contractual requirements regarding the project website

The grant agreement stipulates under Article I.10.8 that the coordinator must create and maintain (at least during the project lifetime) a website for the action. The website must be kept up-to-date with at least:

- a description of the project;
- the contact details of the coordinator;
- the list of beneficiaries;
- mention of the European Union's financial support with the relevant logo;
- access to all results, as and when they become available.

### 2. Requirements in *Guidelines for the Use of the Grant* delivered by the European Agency

- as key element of a dissemination and exploitation plan, the first requirement for beneficiaries is to put in place and maintain a project website (according to Article I.10.8 of the Agreement), that should be established as soon as possible after the start of the project;
- all material produced for project activities, including project websites, must carry the Erasmus+ logo and mention: "Co-funded by the Erasmus+ Programme of the European Union".

### 3. Requirements and recommendations in the document *Impact, dissemination and sustainability* presented at CBHE Project Grantholders' meeting, Brussels, January 2018

- no longer should need to outsource for making and maintenance - www.wix.com, weebly etc.;
- project website should contain the following features;
  - o EU logo
  - o EU disclaimer
  - o Objectives of the project
  - o Project partners and the persons from each partner institution involved in the project;
  - o A map showing the locations of the partners and the countries involved;
  - o Project results;



- A word from the rector of the coordinator about the project or a representative from the Ministry of Education (if they are involved in the project);
- Contact details of the coordinator (for people who want more information);
- A calendar of project activities;
- Videos;
- Links to other social media pages;
- Photos of project activities.

#### 4. Requirements in the project workplan

- The project website and other web-based communication channels will be maintained by the leading university for at least 5 years beyond the project time. All partners will regularly update the content.
- The website will have a special platform for the partners to initiate a dialogue on the issues regarding the project objectives. Partners will ensure the news is instantly delivered to the target audience.
- The website will be used for project management.
- Each project event will be disseminated via project website and all participant websites.

## B. Project website

### 1. Web address

<http://web.elth.ucv.ro/eduqas/>

The project website is hosted on a server which belongs to the project coordinator.

### 2. Website launching and maintenance

The project website was launched on December 15, 2017, when the web address became public and was revealed to project partners.

The website is improving and changing permanently to reflect the project progress and to avoid security issues.

### 3. Basic principles

The project website is conceived according to the following principles:

- to meet the contractual requirements;
- to meet the partners' recommendations and suggestions;
- to contain pertinent information under copyright rules;
- information presented clearly;
- permanent up-date;



- avoid unnecessary information;
- prevent unauthorized access to avoid security issues;
- intuitive and hierarchical structure to be easy-to-use.

#### 4. Structure

The *Home* page (fig. 1) includes the identification data of the project, as well as the EU logo and EU disclaimer.

The navigation menu contains links to the sections:

- About;
- Partnership;
- Latest news;
- Dissemination;
- Project results;
- Useful links;
- Protected area;
- Contact.

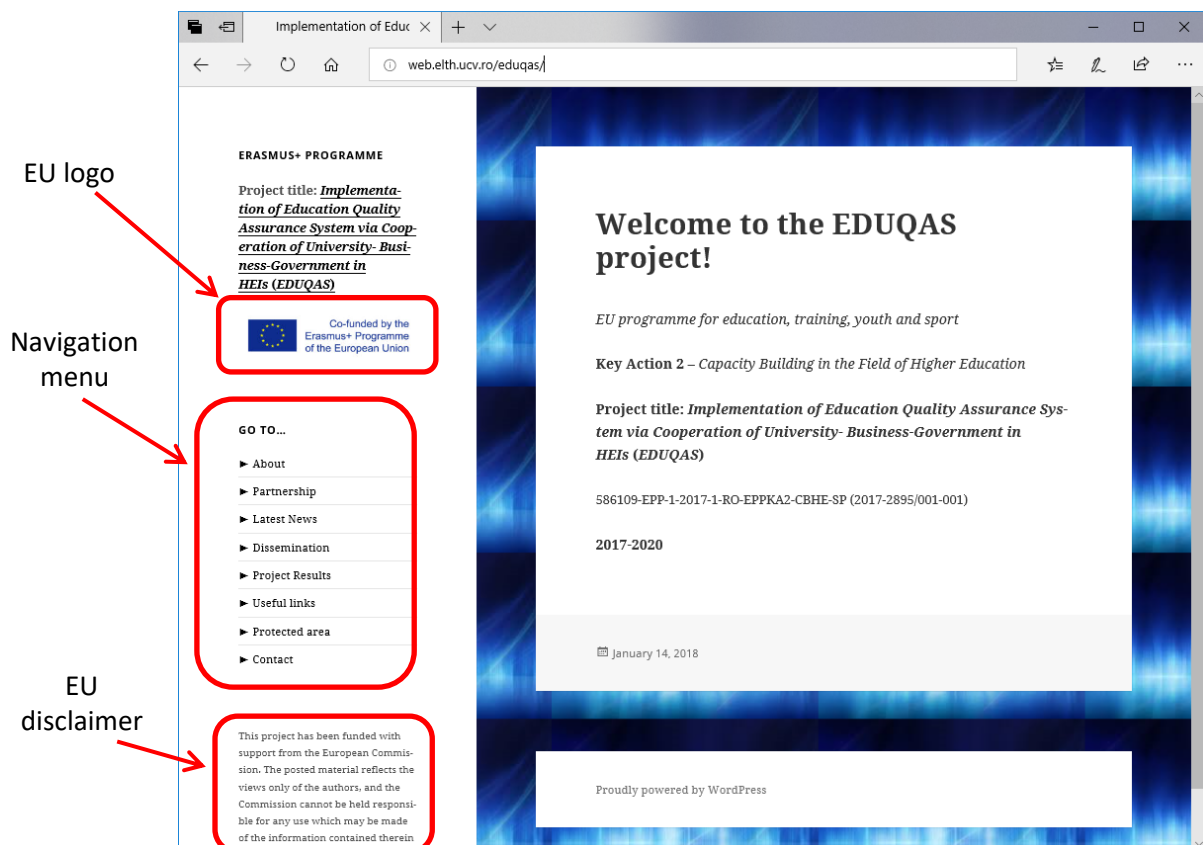


Fig. 1



The section *About* (fig. 2) contains a brief description of project objectives, main activities and expected results.

The screenshot shows a web browser window with the URL [web.elth.ucv.ro/eduqas/about/](http://web.elth.ucv.ro/eduqas/about/). The page content is as follows:

## ERASMUS+ PROGRAMME

Project title: Implementation of Education Quality Assurance System via Cooperation of University- Business-Government in HEIs (EDUQAS)

Co-funded by the Erasmus+ Programme of the European Union

### GO TO...

- ▶ About
- ▶ Partnership
- ▶ Latest News
- ▶ Dissemination
- ▶ Project Results
- ▶ Useful links
- ▶ Protected area
- ▶ Contact

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## About

Wider **objective** of the project "Implementation of Education Quality Assurance System via Cooperation of University- Business-Government in HEIs" is to improve education quality assurance systems through development of efficient internal quality standards leading to better employability of students in Partner Countries Universities. The internal QA system will be based on analysis of needs and capacities in Kazakh and Ukrainian HEIs, experiences and best practices from the successful QA action line of the Bologna Process.

**Main activities:**

- to promote the creation of quality culture at various levels through motivation, trust, responsibility of students, institutional leadership, individual staff members;
- to elaborate proposals for the design of programs for BSc and MSc with the involvement of all stakeholders;
- to develop technologies of assessment quality of BSc&MSc programs; designed program should meet the objectives including learning outcomes;
- to conduct training for the QA specialist&academic staff;
- to improve affiliate network university-business-State through collaboration with the EU universities;
- to enhance internal university information systems of quality evaluation;
- to develop a corporate QA infrastructure based on ICT, on-line, mobile technologies.

**Expected results:**

- Created QA units, developed set of standards, guidelines for internal quality assurance in higher education;
- Improved quality of activities (research, education, governance) on the basis of the study of procedures and processes of EU universities;

Fig. 2



The section *Partnership* (fig. 3) contains a map showing the locations of the partners and the countries involved. It also includes the full names of partner institutions, both main and associated partners.

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## Partnership

8 Countries

- 2 Partner Countries
- 6 Programme Countries (EU)

29 Partners

- 17 Funded Partners
- 12 Associated Partners

**EDUQAS**

- UNIVERSITATEA DIN CRAIOVA, Craiova, Romania – *Project coordinator*
- KUNGLIGA TEKNISKA HOEGSKOLAN, Stockholm, Sweden
- UNIVERSITE DE LIEGE, Liege, Belgium
- UNIVERSITY OF PLOVDIV PAISII HILENDARSKI, Plovdiv, Bulgaria
- LATVIJAS UNIVERSITATE, Riga, Latvia
- UNIVERSITE DE LORRAINE, Nancy Cedex, France
- SIMON KUZNETS KHARKIV NATIONAL UNIVERSITY OF ECONOMICS, Kharkiv, Ukraine
- LVIV POLYTECHNIC NATIONAL UNIVERSITY, Lviv, Ukraine
- DONETSK STATE UNIVERSITY OF MANAGEMENT, Mariupol, Ukraine
- NATIONAL METALLURGICAL ACADEMY OF UKRAINE, Dnipropetrovsk, Ukraine
- ABLAI KHAN UNIVERSITY OF INTERNATIONAL RELATIONS AND WORLD LANGUAGES, Almaty, Kazakhstan
- KAZAKH UNIVERSITY OF ECONOMY, FINANCE AND INTERNATIONAL TRADE, Astana, Kazakhstan
- INSTITUTE OF HIGHER EDUCATION, NATIONAL ACADEMY OF EDUCATION, Kyiv, Ukraine

Fig. 3

The section *Latest news* (fig. 4) collects the names, locations and periods of project or related events during its lifetime.

The sections *Dissemination* (fig. 5) and *Project results* are the most comprehensive parts of the website. They contain links to detailed descriptions of project actions and results (as videos, press releases, photos, project documents assessed as relevant for public access). These sections are dynamic, being permanently updated during the project lifetime.

Any project partner proposes documents for publication here, according to the project progress. A document is posted as soon as it receives the approval of the steering committee to become public.

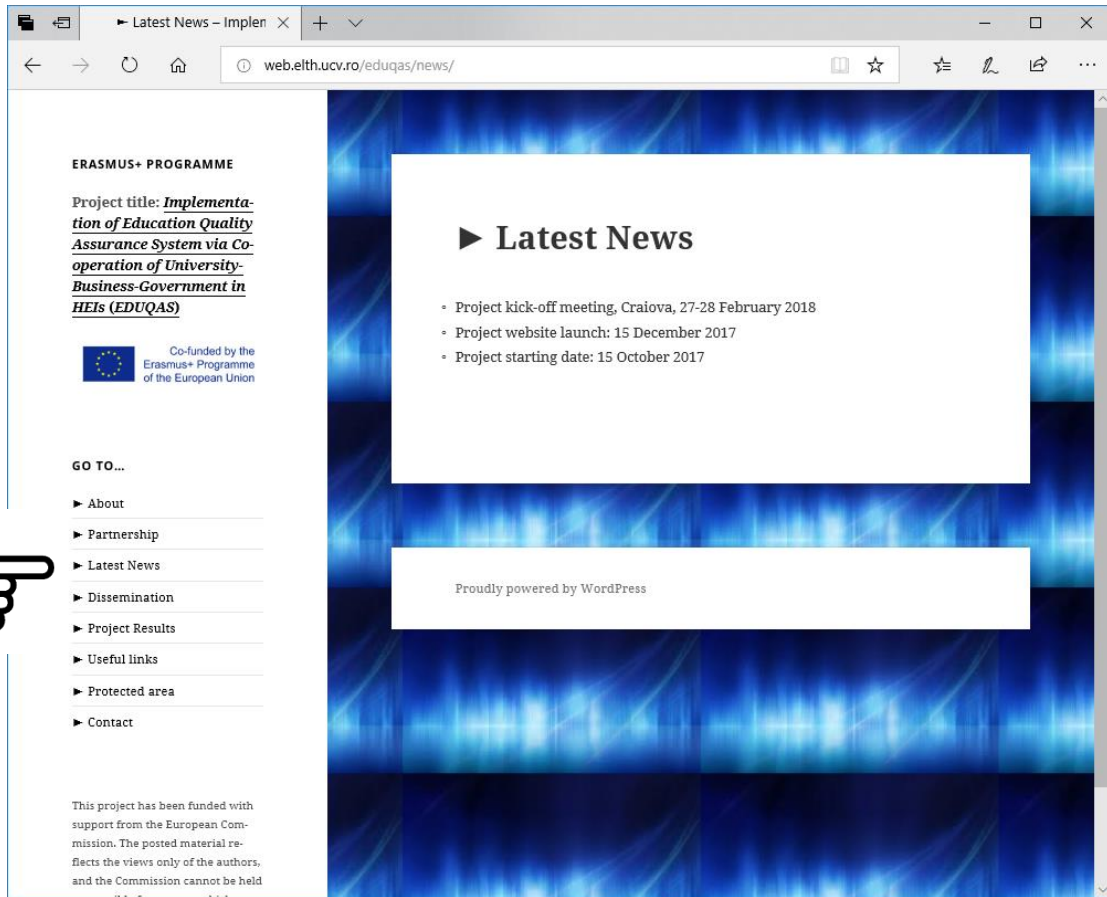


Fig. 4

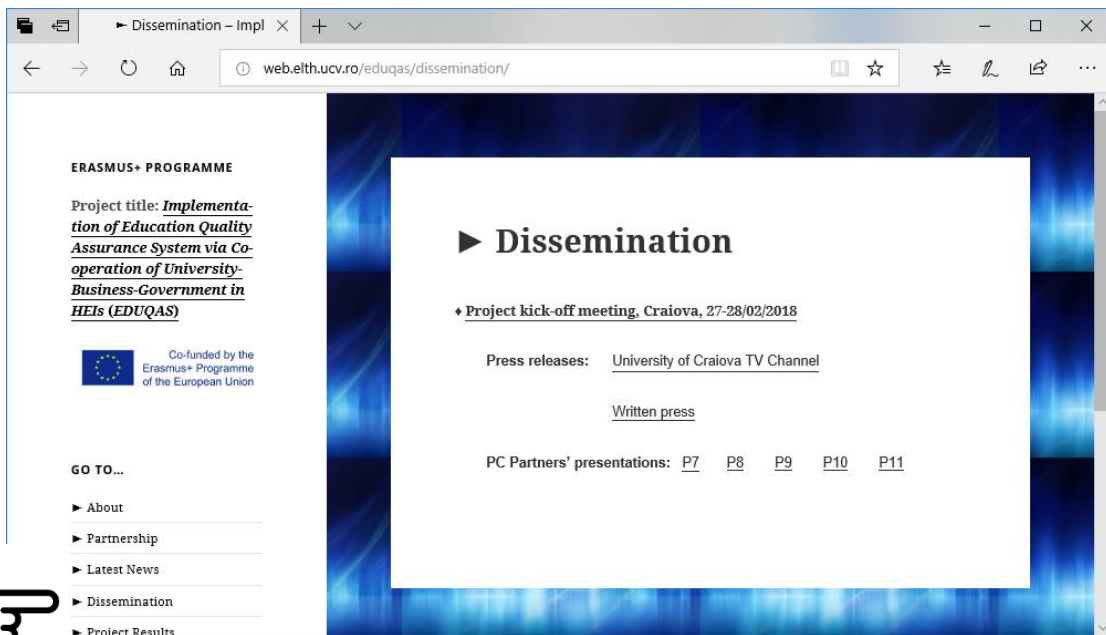


Fig. 5



The section *Useful links* (fig. 6) allows fast access to information of interest regarding the European, regional and local institutions involved in the project progress.

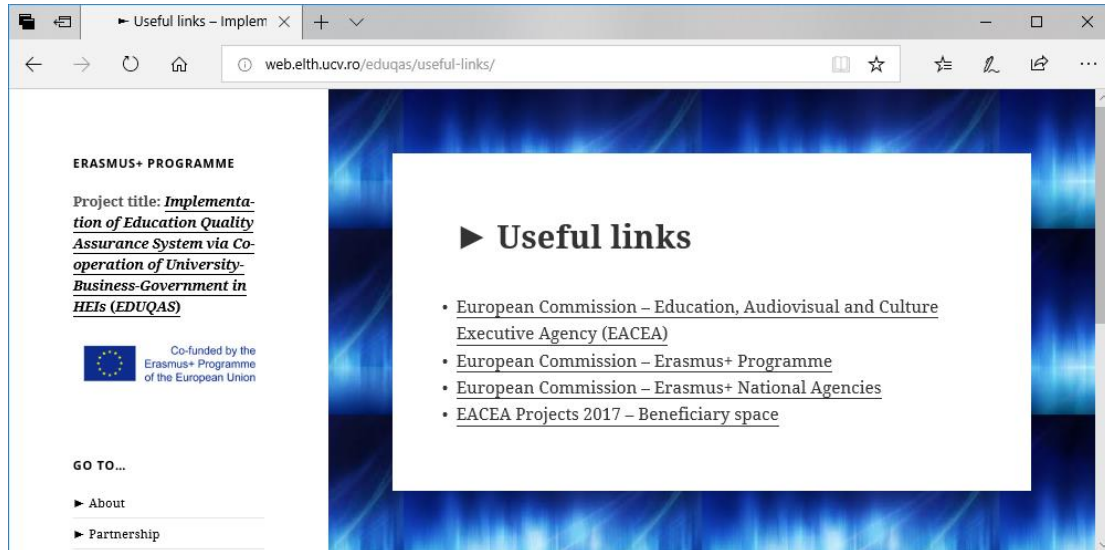


Fig. 6

The section *Protected area* (fig. 7) allows the private access of project partners and project officer from EACEA to

- internal documents of the project (such as as management documents or working documents);
- documents meant for publication in sections *Dissemination* or *Project results* waiting to be approved to become public.

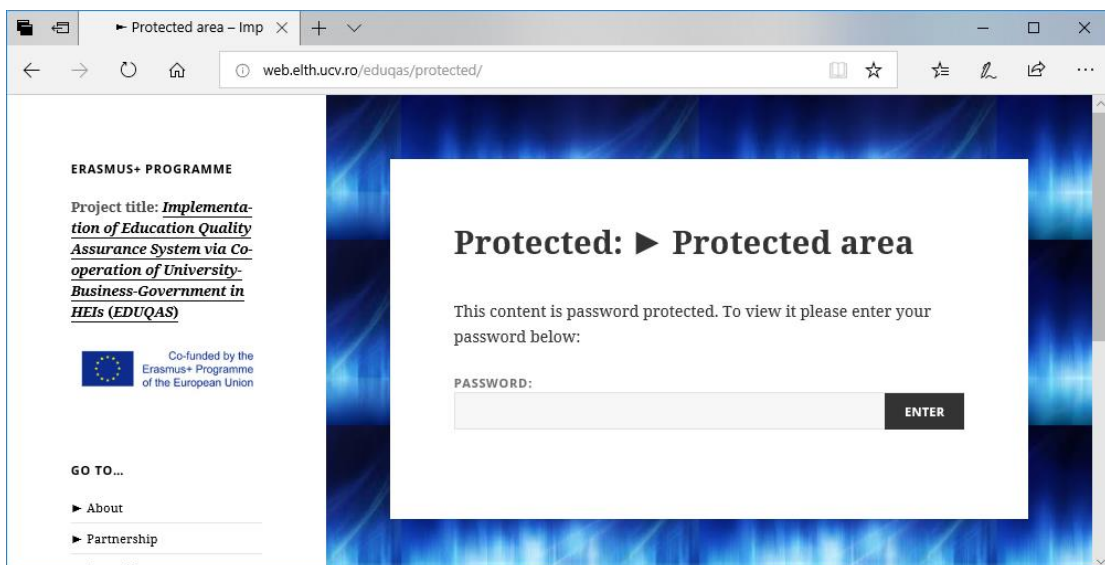


Fig. 7



Within the protected area, each project partner will have its own space here to upload and manage scanned copies of financial documents (fig. 8). The information in this space is only accessible to the financial manager of the project coordinator.

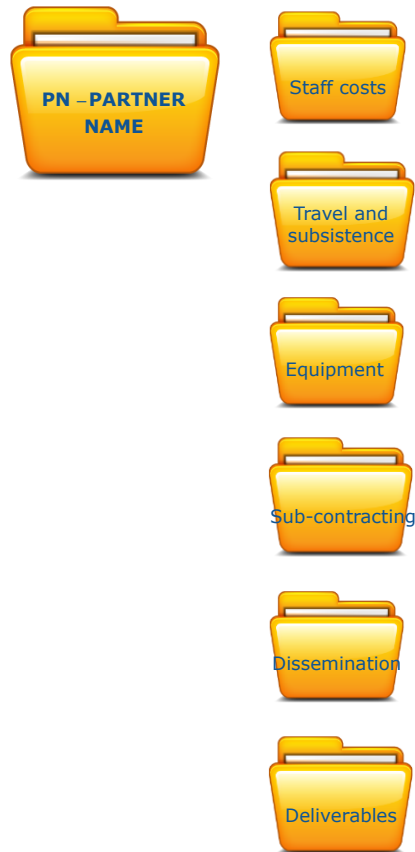


Fig. 8

Official contact details of the project are included in the section *Contact* (fig. 9).

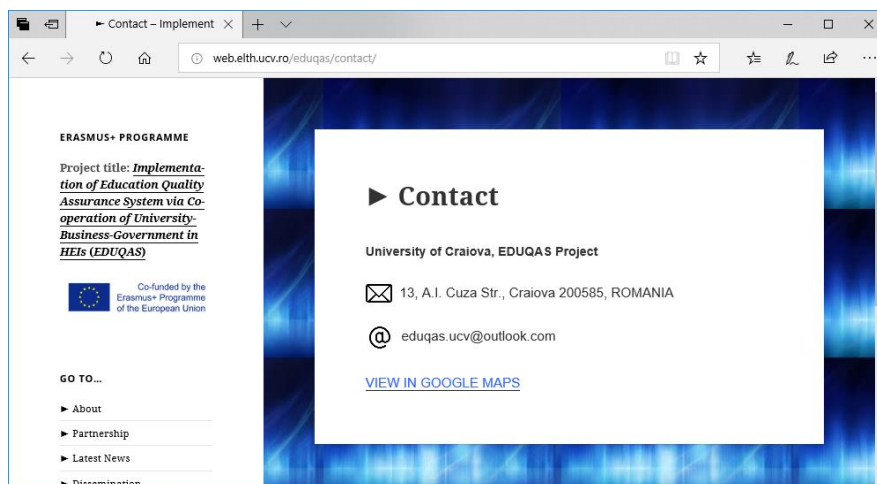


Fig. 9





## C. The Document Transfer Tool

### 1. The partners' private space

The project website contains a tool for transferring documents between each partner institution and its coordinators (country coordinator, regional coordinator and project coordinator) in both senses. The password-protected private spaces are accessible via the button **Partner Login** located in the protected area (see fig. 7). A log-in window as in fig. 10 will be opened in a new tab of the browser.

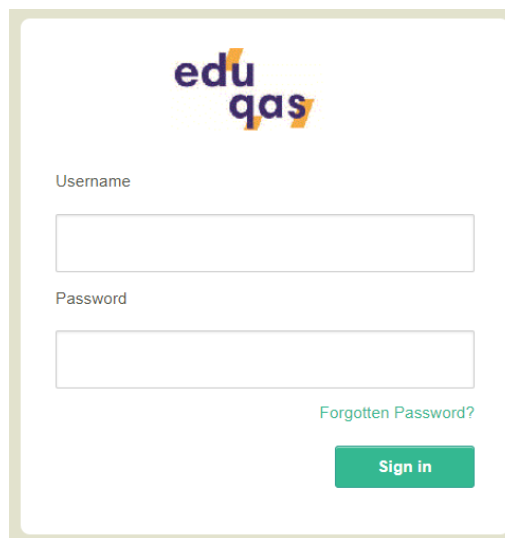


Fig. 10

The user accounts are created by the website administrator as follows:

- Project coordinator
- Programme Countries coordinator
- Partner Countries coordinator
- Kazakhstan partners coordinator
- Ukraine partners coordinator
- Partner P1
- Partner P2
- Partner P3
- Partner P4
- Partner P5
- Partner P6
- Partner P7
- Partner P8
- Partner P9
- Partner P10
- Partner P11



- Partner P12
- Partner P13
- Partner P14
- Partner P15
- Partner P16
- Partner P17

The username and initial password are communicated to each user directly by the project coordinator.

It is recommended to change the initial (randomly created) password after first sign-in. This action requires clicking on the username located on the upper right side of the window (fig. 11).

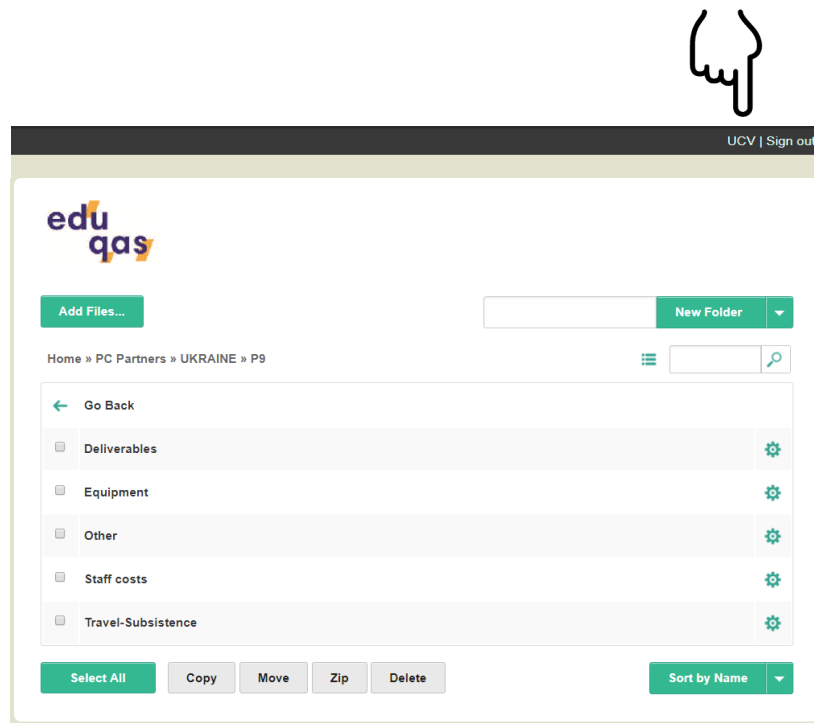


Fig. 11

## 2. Structure of the private space

The private space is organized in libraries and folders (fig. 12). The library belonging to a project partner contains folders where files can be uploaded, deleted or downloaded. The folder structure of each partner depends on the structure of its budget, as seen in the example of fig. 12.

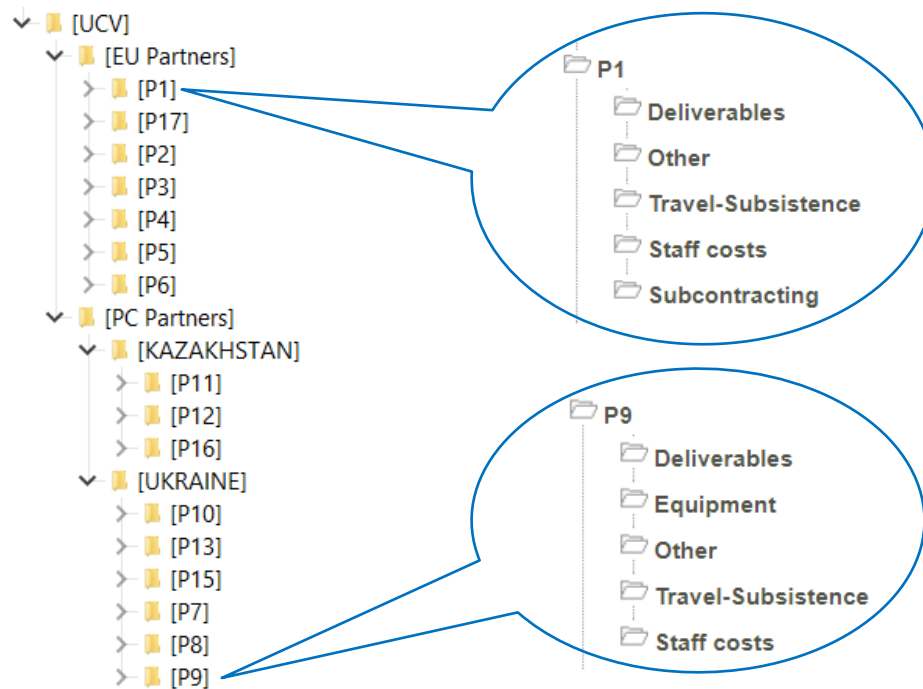


Fig. 12

### 3. Levels of access and reading/writing rights

The levels of access in the private space depend on the role of the user as follows:

- *Partners P1...P17* have access only to their folders as seen on the right side of fig. 12;
- *Kazakhstan partners coordinator* has access to the folder structures of all partners from Kazakhstan (fig. 13);
- *Ukraine partners coordinator* has access to the folder structures of all partners from Ukraine (fig. 14);
- *Partner Countries coordinator* has access to the folder structures seen by the Kazakhstan partners coordinator and the Ukraine partners coordinator (fig. 15);
- *Programme Countries coordinator* has access to the folder structures of all partners from European Union (fig. 16);
- *Project coordinator* has access to the whole folder structure as seen in fig. 12.

All users have full reading/writing rights within their level of access, as follows:

- Adding (uploading) files with any extension and size limited to 5MB; a file can be added by dragging it in the current folder or by means of the button “Add Files...” (fig. 11);
- Adding folders by means of the button “Add Folder”; this action is not recommended;
- Deleting files by means of the button “Delete” after selecting the desired file(s);
- Deleting folders by means of the button “Delete” after selecting the desired folder(s); this action is not recommended;
- Renaming files and folders by means of the “setting” icon next to the folder (file) name;



- Archiving multiple files or folders by means of the button “Zip” after selecting the desired files or folder(s); the archive (zip file) will be located automatically in the current folder;
- Downloading files (including archives) by simply clicking on them.

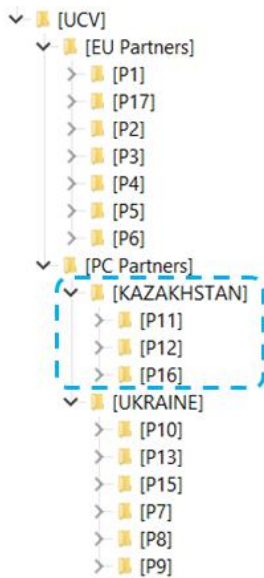


Fig. 13

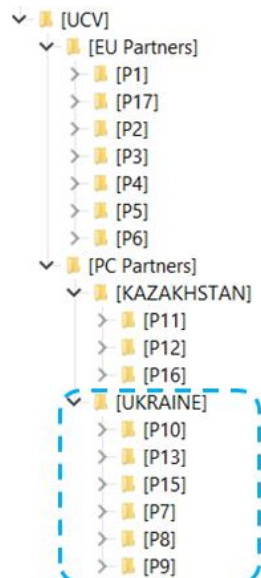


Fig. 14

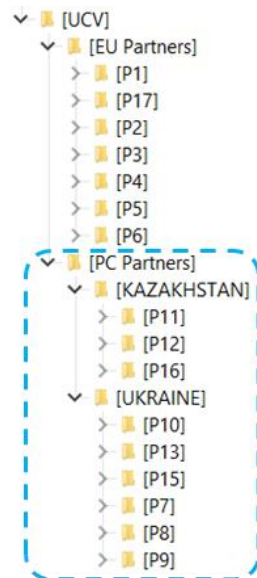


Fig. 15

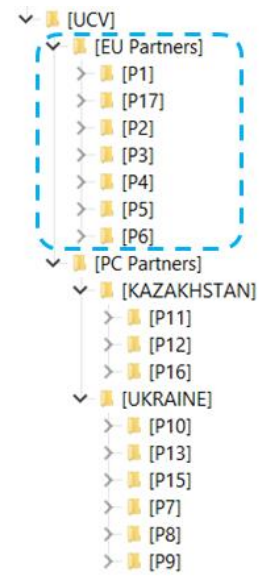


Fig. 16