

## DELIVERABLE 4.1

### The first annual quality-assurance report

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This publication was produced with the financial support of the European Union. Its contents are the sole responsibility of the partners of IREEDER project and do not necessarily reflect the views of the European Union.

LIST OF CHANGES

Version	Date	Change Records	Partner responsible
1.0	October, 15 <sup>th</sup> , 2020	Original Version	(UVigo)
1.1	November, 05 <sup>th</sup> , 2020	Edition	(IU)
1.2	November, 10 <sup>th</sup> , 2020	Edition	(UCLAN)
1.3	November, 10, 2020	Edition	(UNITN)
1.4	November, 11 <sup>th</sup> , 2020	Edition	(AHU)
1.5	November, 12 <sup>th</sup> , 2020	Edition	(UPAT)
1.6	November, 12 <sup>th</sup> , 2020	Edition	(MU)
2.0	November, 16 <sup>th</sup> , 2020	Final version	(UVigo)

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## 1. INTRODUCTION

### 1.1 Scope and Objectives

The first annual quality assurance report is aimed to evaluate the progress in the IREEDER project, in particular the activities towards reaching project aims. The quality assurance report is prepared by the Quality Monitoring Committee (QMC).

The report is done on the overall implementation of the project activities as well as on the curricula development and implementation. The report may suggest corrective actions and will be submitted during the project execution.

Quality Monitoring Committee:

- Felipe Gil Castiñeira (UVigo) – leader of WP 4
- Saud Althunibat (AHU)
- Ziyad Altarawneh (MU)
- Ahmed Aljaafreh (TTU)
- Omar Daoud (PU)
- Mohammad Siam (IU)
- Fabrizio Granelli (UNITN)
- Jonathan Rodrigues (IT)
- Marios Raspopoulos (UCLAN)
- Nearchos Paspallis (UCLAN)
- Andreas Kazantzidis (UPAT)

The main objective of the IREEDER project is to improve the capacity of high education, using state of the art technology and training staff on improving the quality of the materials taught by making the best use of these technologies. The developed subjects are oriented towards the recent technologies in electrical engineering including RE, IoT and CS, in addition to their different applications. All these subjects will be in accordance with the EU requirements.

Specific objectives are:

- 1) To develop, integrate, accredit and evaluate subjects with appropriate laboratories' components in the fields of RE, IoT and CS taught by universities in Jordan and brought into line with the EU requirements.



- 2) To engage faculty members in the development of interactive instruction techniques for lectures, laboratory training, and sharing experiences with EU partner universities.
- 3) To develop and implement subject content using Virtual Learning Environment (VLE) delivery and remote labs.
- 4) To extend services and training in collaboration with the industry firms and local communities.
- 5) To improve the human capacity of Jordanian universities by providing training and upgrading opportunities in the EU for aspiring youth and women academic staff.

The first quality assurance report is based on the evaluation of the deliverables and the quality of the carried out meetings, through the analysis of the surveys received from the partner universities. To implement the Quality Assurance Plan (QAP), a working group was created for internal quality control activities in each university in the partner countries. The work team is in charge of internal quality monitoring, preparing all the necessary material (questionnaires, forms, etc.), in accordance with the QAP guidelines.

## 2. Monitoring and quality assessment activities for the period November 2019 – November 2020

This first quality monitoring report is drawn up after the end of year 1 of the project (first year: November 2019 - November 2020) with the aim of evaluating the quality of the IREEDER project following the instructions included in the Plan of Quality monitoring.

The purpose of this evaluation is to ensure that the implementation of the IREEDER project is carried out according to the agreed schedule and following the European standards that govern the project.

The QMC was established at the kick off meeting and comprises a senior representative from regional and European partners. The QMC is the main strategic body for quality control and monitoring of project results. The QMC monitors and evaluates the quality of the project's expected results against the established qualitative and quantitative indicators of progress. Its main objective is to carry out an evaluation of the analytical materials produced by the project consortium within the framework of the work packages. Each QMC contact person is also in charge of disseminating the QAP in their institutions, following day-to-day activities using the work plan and logical framework matrix as reference documents, and finally, making sure that all deliverables of the project are sent on time to the work package leaders.

This evaluation refers to the effective implementation of the work packages and activities foreseen in the application for this period:

Work Package		Responsibility WP Leader	
<b>WP1</b>	<b>Project Initialization and Work Preparation</b>	<b>UNITN</b>	
1.1	IREEDER Kick off meeting minutes	Bassam Abu Karaki (AHU) Moath Alsafasfeh (AHU)	15/02/20
1.2	Identifying training and teaching needs report	Fabrizio Granelli (UNITN)	14/02/20
1.3	Verifying Partner's Facilities report	Fabrizio Granelli (UNITN)	15/02/20

<b>WP2</b>	<b>Development of teaching materials</b>	<b>UCLAN</b>	
2.1	Report on teaching objectives and materials' outline	Marios Raspopoulos (UCLAN)	15/06/20
2.2	Teaching materials		In process
<b>WP3</b>	<b>Capacity building and training of trainers</b>	<b>UPAT</b>	
3.1	Development of a capacity building plan		15/11/20
3.2	Identification of general equipment of laboratories	Andreas Kazantzidis (UPAT)	02/06/20
<b>WP4</b>	<b>Quality Assurance</b>	<b>UVigo</b>	
4.1	The first annual quality-assurance report	Felipe Gil Castiñeira	15/11/20
<b>WP5</b>	<b>Exploitation of results and sustainability plan</b>	<b>IT</b>	
<b>WP6</b>	<b>Dissemination</b>	<b>MU</b>	
<b>WP7</b>	<b>Management</b>	<b>AHU</b>	
7.1	Second IREEDER plenary meeting minutes	Marios Raspopoulos	18/09/20
7.2	IREEDER website and communication platform		15/03/20

In November 2020, the QMC verified that the tasks already completed were:

**WP1: Project Initialization and Work Preparation**

- D1.1 Kick off meeting minutes
- D1.2 Identifying training and teaching needs
- D1.3 Verifying Partner's Facilities

**WP2: Development of the teaching materials**

- D2.1 Report on teaching objectives and materials' outline



**WP3: Capacity building and training of trainers**

- D3.1 Development of a capacity building plan
- D3.2 Identification of general equipment of laboratories

**WP4: Quality Assurance**

- D4.1 The first annual quality assurance report
- D4.4 /4.5 Beginning of the process for the selection and hiring of the external evaluator

**WP7: Management**

- D7.1 Second IREEDER plenary meeting

### 3. Review of the work plan for the first year of the project

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Nº de ref./	Title													
1	Project Initialization and Work Preparation													
1.1	Holding Kick-off meeting	1	1X											
1.2	Preparing the questionnaire and analyzing the results	12	4X	4X	4X									
1.3	Preparing the survey and analyzing the results	12	4X=	4X=	4X=									
2	Development of teaching materials													
2.1	Identification of teaching objectives and materials outlines	16				4=	4=	4=	4=					
2.2	Preparing the teaching materials	20								4=	4=	4=	4=	4=
3.1	Preparing the capacity building plan	12									4X=	4X=	4X=	4X=



### 3.1 General overview of WP1

Work Package 1 – Project Initialization and Work Preparation (WP1) aims at initializing the project by forming the different committees (StC and SSC), assigning tasks, and elaborating agreements during the kick-off meeting. It will also include preparing for the activities of the proceeding WPs.

WP1 is also aimed at defining the current knowledge and further needs of engineering students in the skills of the fields (IoT, CS, RE) with an emphasis on using these technologies in Jordan. The purpose is to find out the level of technical knowledge of the engineering students and to map possible competence gaps, and to determine their interest and needs. This will help in the determination of the student potentials and profile for the IREEDER project, as well as highlighting the important issues to be included in the training and the best training methods.

WP1 was completed as per work programme during the first year of the IREEDER project, and it produced the following results:

- D1.1 IREEDER kick-off meeting: The Kick-off meeting was held at AHU on Feb. 3-4, 2020. The StC and SSC were formed by selecting three representatives from each partner (1 StC and 2 SSC). All managing structures and technical activities were discussed in the meeting. A specific session was devoted to administrative staff for a clear sharing of the rules for expenditures. The memorandum of understanding (MOU) between all partners was also discussed and signed.
- D1.2 Identifying training and teaching needs: A report (Deliverable D1.2) in teaching and training needs for IoT, CS and RE was prepared based on a questionnaire distributed among all partners, other stakeholders such universities, students, trainees, private companies, and public administrations. More attention was paid to the Jordanian stakeholders.
- D1.3 Verifying Partners' Facilities: This report (Deliverable D1.3) provides a survey the facilities of all partners to ensure continuity to the IREEDER project. The survey reports the number of departments and students, laboratories, library, existing subjects for the project topics and their contents, number of academic staffs and their previous experiences, international relations, and many other facilities like the video conference instruments and hall.

### 3.2 General overview of WP2

The main aim of WP2 is to develop the teaching material three courses on key topics on Electrical and Electronic Engineering:

- Internet of Things (IoT)
- Cybersecurity (CS)
- Renewable Systems (RS)

It was decided during the kick-off meeting that the 3 courses should be semester-long (5 ECTS) and should consist of 15 teaching weeks which should include 10-laboratory sessions. The course and teaching material should be suitable for Year 4 (in a 5-year degree programme) undergraduate students in Electrical Engineering degrees (including Computer and Telecommunication Engineering). The teaching material should include lecture slides accompanied by lecture notes merged in a course handbook and 10 laboratory worksheets.

During the first year of the project, the outline (course descriptors) of the 3 courses have been defined and have been reported in Deliverable D2.1 which also included the teaching development responsibilities of each partner in the consortium. D2.1 and was submitted on time on the 15<sup>th</sup> of June 2020. The teaching material descriptors define the following for each course:

- The course aims
- The learning outcomes
- The teaching methodology
- The Weekly Teaching Material Schedule
- The assessment methods
- The Bibliography

Once the teaching material outline was defined partners have started preparing their teaching material (lecture slides and lecture notes) based on the workload distribution reported in D2.1. The WP leader has prepared power point templates for the lecture slides and Word Templates for the lecture notes. A timeframe for completing the lecture slides and notes was agreed between the partners with an estimated completion date by the end of December 2020 which is well before the deliverable deadline (15<sup>th</sup> June 2021) in order to give time for review as well as for preparation of the laboratory material. By the time that this report is prepared most of the material has been completed and is expected that a first draft of the lecture slides and notes will be available by the end of December 2020.

During the first year of the project, WP2 partners have met 4 times: one time physically during the kick-off meeting in Jordan, one during the 2<sup>nd</sup> plenary meeting which was held online due to the

COVID-19 situation on the 9<sup>th</sup> of September 2020 and two times during special WP2 Teleconferences organized by the WP leader on the 5<sup>th</sup> of November and 3<sup>rd</sup> of December 2020.

### 3.3 General overview of WP3

WP3 aims to develop a capacity building and staff development program in these fields (IoT, CS, RE). Three labs will be established in three Jordanian universities as follow:

- IoT laboratory will be established at Al-Hussein Bin Talal University (AHU).
- CS laboratory will be established at Tafila Technical University (TTU).
- RE laboratory will be established at Mutah University (MU).

Moreover, a server for a remote lab with virtual lab software will be installed at each installed laboratory in the Jordanian partners. Jordanian partners are responsible to disseminate a tender (with the help of all partners and under the supervision of the coordinator) to announce the need to construct the required equipment to purchase and deliver the components of the laboratories.

During the kick-off meeting of the project, it was decided to move the deadline of Deliverable 3.2 (Identification of general equipment of laboratories) to June 15<sup>th</sup> in order to gain time for unexpected bureaucratic delays of the tender processes. In general, Deliverable 3.2 follows the teaching objectives and materials (as determined in WP2), identifies the needs for practical training and defines the equipment of laboratories to be designed at Jordanian partners. These steps have been followed during the preparation phase. Moreover, the proposed laboratory equipment has been designed to give the ability to implement real life projects.

The discussions with the WP3 partners followed, as expected, the activities of WP2 since the laboratory equipment is directly related with the content of the lectures. Lists for IoT, CS and RE were prepared from the subgroups of experts in each field including the specifications, quantity, unit and total price of each lab component.

The first version of the deliverable D3.2 was distributed to partners in June 2<sup>nd</sup> and the final version was ready on June 12<sup>th</sup>.

Based on the list of the equipment in D3.2, the project consortium has decided to announce four different tenders as follows. The first tender will be for purchasing the equipment of IoT lab will be announced by AHU, the second tender will for CS lab that will be handled by TTU, the third tender

will be dedicated for RE lab equipment by MU, and the final (fourth) tender will be done by AHU and will include all other equipment shared among all Jordanian partners. Based on the approval and recommendation from the EACEA project officer, the tendering process of the three tenders will be done in parallel through the corresponding partners, while the fourth tender will be announced upon the results of the first three tenders. The first three tenders have already been announced and offers from contractors/suppliers are being received/analyzed.

In parallel of this deliverable (D 4.1), the deliverable D3.1 (Development of a Capacity Building Plan) is being prepared. D3.1 contains the capacity building plan to be developed in the process of conducting the output activities. It is expected that they can be also used by those who will conduct the training courses in the long-term, after the end of the project.

### 3.4 General overview of WP4

The QMC was established during the kick-off meeting and is comprised of a senior representative from Jordanian and European partners. The QMC is the main strategic body for quality control and monitoring of project results.

In this first period, the QMC developed the Quality Assurance Plan and the First Annual Quality Assurance Report. In addition, the QMC prepared the necessary documentation for the selection and hiring process of the external evaluator.

To produce this first quality report, the QMC monitored and evaluated the quality of the project's expected results in relation to the established qualitative and quantitative progress indicators. Its main objective was the evaluation of the analytical materials produced by the project consortium in the framework of the work packages.

Each QMC contact person was also in charge of disseminating the QAP in their institutions, following day-to-day activities using the work plan and the logical framework matrix as reference documents.

The project results monitored and evaluated by the QMC in this period were:

- WP1 / Deliverable 1.2: Identifying training and teaching needs

This deliverable describes the teaching and training needs for IoT, CS and RE, and it is elaborated based on a questionnaire distributed among all IREEDER partners, other stakeholders such as universities, students, trainees, private companies, and public administration. The surveys were completed by around one thousand participants. Deliverable 1.2 was delivered on time and with the approval of the QMC.

- WP1 / Deliverable 1.3: Verifying Partner's Facilities

This report provides a survey the facilities of all partners to ensure continuity to the IREEDER project. The survey reports the number of departments and students, laboratories, library, existing subjects for the project topics and their contents, number of academic staffs and their previous experiences, international relations, and many other facilities like the video conference instruments and hall. Deliverable 1.3 was delivered on time and with the approval of the QMC.

- WP2 / Deliverable 2.1: Identification of teaching objectives and materials outlines

This report defined the outline of the 3 courses and the teaching development responsibilities of each partner in the consortium were defined. The descriptors of the didactic material define the following for each course: the objectives of the course, learning outcomes, the teaching methodology, weekly teaching material program, evaluation methods and the bibliography. Deliverable 2.1 was delivered on time and with the approval of the QMC.

- WP3 / Deliverable 3.2: Identification of laboratories equipment

The purpose of deliverable 3.2 identified the practical training needs and defined the equipment of the laboratories to be designed in the Jordanian partners. During the completion of this deliverable, all partners carried out a coherent work to propose the best available equipment, as well as to define its suitability and need within the framework of the project. For both hardware and software equipment, an effort has been made to provide specifications that will make laboratories sustainable in the long term. The proposed team list aims to develop flexible experiments in terms of giving the initiative to students to follow the proposed experimental work, as well as to develop new / different projects and analyze / interpret data.

During the project launch meeting, it was decided to move the deadline for Deliverable 3.2 to 15<sup>th</sup> June. Deliverable 3.2 was delivered on time and with the approval of the QMC.

- WP7 / Deliverable 7.1: IREEDER Kick-off meeting minutes

The first meeting was the kick-off meeting which was held in AHU (Jordan) in 3<sup>rd</sup>-4<sup>th</sup> February 2020. In this kick-off meeting, activities related to project initializations (WP1) have been finalized such as partnership agreements, committees forming, building operational staff and discussing the initial results of WP1. IREEDER Kick-off meeting minute was delivered on time and with the approval of the QMC.

- WP7/ Deliverable 7.1: Second plenary meeting minutes

The second plenary meeting was held to 9<sup>th</sup> September 2020 and it was a virtual meeting due to the travel restriction in the light of COVID-19 pandemic. WPs leaders presented the work progress of the running WPs. Also, the measures to be taken to overcome the travel restriction in the upcoming activities including training and meetings have been discussed. Second plenary meeting minute was delivered on time and with the approval of the QMC.

- WP7 / Deliverable 7.2: IREEDER Website and Communication Platform

The official project website has been launched by December 2019 that includes most of the public details about the project, the deliverables, news, activities and results.

### 3.5 General overview of WP7

WP7: Management WP that is led by the project Coordinator institution AHU aims at ensuring the best implementation of all project activities as planned in the project proposal. Also, WP7 is responsible for the budget allocation and different expenses induced in the project activities. The project coordinator, AHU, represents the whole project consortium in front of the EACEA agency and the project officer. As such, AHU is in charge of preparing the midterm and final technical and financial reports to be submitted to the EACEA.

In the framework of WP7, there are three main deliverables listed below:

- D7.1 IREEDER Plenary meeting:

As planned in the project proposal, the project consortium will meet seven times, where a plenary meeting will at around each six months. The first meeting was the kick-off meeting which was held in AHU (Jordan) in 3-4 February 2020. In this kick-off meeting, activities related to project initializations (WP1) have been finalized such as partnership agreements, committees forming, building operational staff and discussing the initial results of WP1.

The second plenary meeting was supposed to be held in June 2020, however, it has been shifted to 9 September 2020 and switched to be a virtual meeting due to the travel restriction in the light of COVID-19 pandemic. WPs leaders presented the work progress of the running WPs especially in WP1, WP2, WP4 and WP7. Also, the measures to be taken to overcome the travel restriction in the upcoming activities including training and meetings have been discussed.

- D7.2 IREEDER Website and Communication Platform

The official project website (<http://ireeder.ahu.edu.jo/>) has been launched by December 2019 that includes most of the public details about the project, the deliverables, news, activities and results. Also, a reciprocity file folder has been setup with the help of the IT partner to share the project documents among the partners, where each partner can exchange files through it.

- D7.3 Financial Auditing Report

The financial auditing report will be elaborated by an external auditor with the help of the project coordinator by the end of the project.

Apart from WP7's deliverables, AHU is managing the whole project budget to ensure the right expenses aspect as planned in the proposed budget. As agreed by the project consortium, the budget of the Jordanian partners will be directly managed by the project coordinator, where the different expenses at the Jordanian partners should be submitted to AHU, checked, verified and processed by AHU to the corresponding partner(s). On the other hand, a first payment (50%) has been issued for each European partner, where they can manage their budget after the approval from the project coordinator.

#### 4. Review of progression indicators

Activities	Target groups/potential beneficiaries	Deliverable/ Results/ Outcomes	Deadline for delivery	Quality Quantitative indicators	Quality Quantitative results	Quality Qualitative indicators	Quality Qualitative indicators
<b>WP1 / D1.1</b> IREEDER Kick-off meeting	Stakeholders in academic institutions (students, professors, researchers...) and industrial sector (engineers, technical staff, employers)	Meeting agenda List of StC members List of SCC members <b>D1.1</b> Kick off meeting minutes	15/02/20	Number of participants in kick-off meeting	03/02/2020: <b>29</b> participants  04/02/2020 <b>23</b> participants	To hold the kick off meeting at AHU.  To form the StC and SSC.  To distribute tasks within each partner.  To define a general cooperation methodology.	Very satisfactory  Very satisfactory Very satisfactory  Very satisfactory
<b>WP1 / D1.2</b> Identifying training and teaching needs	Teaching staff Students Trainees	<b>D1.2</b> Identifying training and teaching needs report	14/02/20	Number of questionnaires sent to educational institutions ( <b>3 surveys about IoT, CS, RE</b> )	<b>RE: 334 responses</b> <i>Students: 200</i> <i>Academic Staff: 44</i> <i>Industry: 90</i>  <b>CS: 333 responses</b> <i>Students: 210</i> <i>Academic Staff: 34</i> <i>Industry: 89</i>  <b>IoT: 371 responses</b> <i>Students: 299</i> <i>Academic Staff: 45</i> <i>Industry: 27</i>	Comprehensiveness (sampling, including different target groups)  Delivering the report on time	Very satisfactory  Very satisfactory



<b>WP1 / D1.3</b> Verifying Partner's Facilities	Teaching staff Students Trainees Administrative staff Technical staff Librarians	<b>D1.3</b> Partner's Facilities report	15/02/20	Number of questionnaires sent to educational institutions	<b>10</b> for each partner	Comprehensiveness (sampling, including different target groups)  Delivering the report on time	Very satisfactory  Very satisfactory
<b>WP2 / D2.1</b> Identification of teaching objectives and materials outlines	Teaching staff Students Trainees	<b>D2.1</b> Report on teaching objectives and materials' outline	15/06/20	Identified objectives  Identified materials	Teaching materials for <b>3</b> semester long <b>5</b> ECTS courses on IoT, RE, CS	Complete list of objectives outline Complete list of materials outline Organization/structure Clarity Delivering the report on time	Very satisfactory Very satisfactory Very satisfactory Very satisfactory Very satisfactory
<b>WP2 / D2.2</b> Preparing the teaching materials	Teaching staff Students Trainees	Teaching materials  Peer reviewing reports	15/12/20  30/01/21	Number of topics addressed  Number of participating experts  Accumulated years of experience of the experts  Number of reviewers	<b>13</b> teaching weeks and <b>10</b> practical sessions per course	Quality of the contents (text, figures, multimedia, etc.)  Completeness of the peer review reports  Correspondence between teaching objectives, material outlines and prepared materials  Organization/structure	
<b>WP3 / D3.1</b> Development of capacity building plan	Teaching staff Students	<b>D3.1</b> Capacity building plan report	15/11/20			Clear objectives  Clear steps  Delivering the capacity building	

	Trainees					plan on time	
<b>WP3 / D3.2</b> Identification of laboratories equipment	Teaching staff  Students  Trainees	<b>D3.2</b> Identification of general equipment of laboratories report	12/06/20	Number of potential workshops that can be implemented with the equipment  Number of students that can use the equipment at the same time		Comprehensive list of equipment  Clear relation with learning objectives  Related to workshop requirements  Delivering the report on time	Very satisfactory  Very satisfactory  Very satisfactory
<b>WP4 Quality Assurance</b>	Teaching staff  Students  Trainees	Quality Assurance Plan	15/06/20	We decided to include a risk management plan			
<b>WP4 / D4.1</b> The first annual quality report assurance	Teaching staff  Students  Trainees	<b>D1.4</b> The first annual quality report assurance	15/11/20			Delivering the report on time  Organization  Clarity	
<b>WP7 / 7.1</b> Coordination plenary meetings	All the project partners	<b>D7.1</b> IREEDER Second plenary minutes	09/09/20	Number of participants in second plenary meeting			
<b>WP7 / D7.2</b> IREEDER website and communication platform	Teaching staff  Students  Trainees	<b>D7.2</b> IREEDER website and communication platform	15/03/20	Number of visitors and their feedback  Number of contents published		Organization  Transparency  Usability	



	Technical staff						
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## 5. Observations and Recommendations

The IREEDER project has so far accomplished the objectives set at the outset with satisfactory quality standards. Project tasks were fully executed in accordance with the project requirements outlined in the work-plan of the project. Project objectives and anticipated outcomes have been achieved. In fact, the IREEDER project was implemented according to stipulated quality dimensions and the aspirations of the participants. In terms of contribution to the objectives of the project, efforts have been made to achieve all the objectives of the project. The project coordinators closely observe the work plan indicated in the project proposal as well as the priorities and metrics reflected in the LFM. Good cooperation within the consortium has been observed, although the effect in each country has naturally been strongly affected by external factors outside the control of the project (COVID 19 pandemic). The cooperation of stakeholders within the consortium is one of the factors that increase or decrease the effectiveness and productivity of activities within the project. In this regard, the evaluation of cooperation between the partners of the IREEDER project is very positive (which can be evaluated by the number of e-mails between the partners and the discussions on the IREEDER activities). There is complete clarity of information and full availability of information on all project issues. The project climate is very innovative and open to suggestions for incorporating practical education and administrative practices. Furthermore, The IREEDER website and communication platform promote a continuous interaction so that information is always shared. To further improve the cooperation between Jordanian partners, shared project activities between partners is strongly recommended to achieve ultimate goals of IREEDER project.

The involvement of students in the IREEDER project is evident from their participation in the surveys conducted in WP1 (D1.2). Responses to IoT, Cs and RE subjects were collected from nearly 700 students in Jordanian universities. However, as a result of the COVID 19 pandemic, their involvement is substantially reduced. Engagement of students can be strengthened, for example, by:

- Distributing some samples of established teaching materials among students and obtaining feedback from them.
- Directing students to pursue their graduation project on the basis of one IREEDER subject (IoT, Cs and RE).
- Involvement of student in laboratory training sessions and other project activities.

Finally, the laboratories equipment should be purchased and installed as soon as possible, preferably before mid-term evaluation report. There have been reasonable delays, but further delays would have a severe effect on the completion of the project. The administrative procedures at Jordanian partners for tendering process and tax exemption are likely to slow down the progress of the IREEDER project. As a result, keeping the timelines set will be less feasible.



## 6. Annexes

- [Deliverable 1.1: Kick off minutes](#)
- [Deliverable 1.2: Identifying training and teaching needs](#)
- [Deliverable 1.3: Verifying partners' facilities](#)
- [Deliverable 2.1 Report on teaching objectives and materials' outline](#)
- [Deliverable 3.2 Identification of general equipment of laboratories](#)
- [Deliverable 3.1 Development of a capacity building plan](#)
- [IREEDER 2nd plenary meeting minutes](#)