

WORKPLAN

Please use the model provided. Applicants are expected to complete a one-page work plan for each project year.

For each year of your project proposal, please complete a work plan indicating the deadlines for each outcome and the period and location in which your activities will take place. Please create additional work plan tables if further space is needed.

The same reference and sub-reference numbers as used in the logical framework matrix must be assigned to each outcome and related activities.

Activity carried out in the Programme Country: = (E.g. activity in France for two weeks in the first month of the project 2= under M1)

Activity carried out in the Partner Country (ies): X(E.g., activity in Tunisia for three weeks in the second month of the project: 3X under M2)

WORKPLAN for project year 1

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
1.1	Analysis of the needs and priorities in Serbian society and local economy	11	XX==	XX==	XX==	XX=	XX =	X						
1.2	Students' and academics' needs and priorities	11	XX=	XX=	XX=	XX=	XX=	X						
1.3	Improvement of Universities capacity	19			XX==	XX==	XXXX	XXXX	XXX=	XX=	XX=			
1.4	Analysis of performance based evaluation in EU	16			X==	X==	X===	X===	X===	X==	X=			
2.1	Definition of the key processes and selected fields at HEI in Serbia	8						XX==	XX==	XX==	X=	XX	X	
2.2	Definition of the set of KPI (key performance indicators) at selected fields	10						XX=	XX=	XX=	X=	XX	X	
2.3	Optimization of the set of performance indicators for study programs, institutions and HE system as whole	12							XX==	XX==	XX==	XX==	XX==	XX==
2.4	Development of the model for profiling and multi-ranking of study programs and HIE institutions in Serbia	12							XX==	XX==	XX==	XX==	XX==	XX==
3.1	Development of ICT solution for data acquisition and multidimensional ranking of study programs and institutions	2												XX=

3.2	Training, organization and implementation of the ICT system at national level													
3.3	Presentation of the tools that will meet needs of students, labour market and society													
3.4	Pilot testing, verification and validation of the system on the selected study programs and institution													
4.1	Development and adoption of performance based evaluation for HEI management at institutional and national level													
4.2	Introduction of performance measurement in accreditation standards													
4.3	Contribution to the HEI funding system													
4.4	Networking developed system with stakeholders													
5.1	Establishment of quality assurance work group	6	X=	XX==	X=		X				X			
5.2	Providing an external quality audit	4				X=	X				X=	X		
5.3	Ensuring regular quality control and monitoring	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
5.4	Inter-project coaching activities	4									X	X=	X=	X
6.1	Organization of seminars, meetings and symposia	7								XX==	X	X=	XX==	X
6.2	Preparation and realisation of promotional activities	5								X	X	X	X	X
6.3	Maintaining a comprehensive and informative project web-site	18	XX=	XXX=	XXX	XX=	X	X	X	X=	X	X	X	X=
6.4	Awareness campaign at Universities and other stakeholders	7								XX==	X	X	X	XX=
7.1	Daily management of project processes	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
7.2	Organization of regular Steering Committee meetings	4	XX==	XX==										
7.3	Preparing documentation on reporting and audit control	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=

WORKPLAN for project year 2

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
1.1	Analysis of the needs and priorities in Serbian society and local economy													
1.2	Students' and academics' needs and priorities													
1.3	Improvement of Universities capacity													
1.4	Analysis of performance based evaluation in EU													
2.1	Definition of the key processes and selected fields at HEI in Serbia													
2.2	Definition of the set of KPI (key performance indicators) at selected fields													
2.3	Optimization of the set of performance indicators for study programs, institutions and HE system as whole	4	XX=	XX=										
2.4	Development of the model for profiling and multi-ranking of study programs and HIE institutions in Serbia	6	XX==	XX==	XX=									
3.1	Development of ICT solution for data acquisition and multidimensional ranking of study programs and institutions	22	X=	X=	XX=	XX=	XX	XX	XX=	XX=	XX=	XX=	XX=	XX=
3.2	Training, organization and implementation of the ICT system at national level	16		X=	X=	X=	X=	XX=	XX=	X=	X=	XX=	XX=	X=
3.3	Presentation of the tools that will meet needs of students, labour market and society	4							X=	XX=	XX=	XXX	XXX	XXX
3.4	Pilot testing, verification and validation of the system on the selected study programs and institution	10								X=	XX=	XX=	XX=	XX=
4.1	Development and adoption of performance based evaluation for HEI management at institutional and national level													

4.2	Introduction of performance measurement in accreditation standards													
4.3	Contribution to the HEI funding system													
4.4	Networking developed system with stakeholders													
5.1	Establishment of quality assurance work group	6		X	X=				X	X=			X	X=
5.2	Providing an external quality audit	4				X	X=				X	X=		
5.3	Ensuring regular quality control and monitoring	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
5.4	Inter-project coaching activities	4									X	X=	X=	X
6.1	Organization of seminars, meetings and symposia	16	X=	XX=	XX=	X	X	X	X=	XX=	XX=	X	X	X=
6.2	Preparation and realisation of promotional activities	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
6.3	Maintaining a comprehensive and informative project web-site	12	X	X	X	X=	X	X	X	X=	X	X	X	X=
6.4	Awareness campaign at Universities and other stakeholders	16	X=	X=	XX=	XX=	X	X	XX=	XX=	X=	X	X	X
7.1	Daily management of project processes	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
7.2	Organization of regular Steering Committee meetings	4	XX==	XX==										
7.3	Preparing documentation on reporting and audit control	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=

WORKPLAN for project year 3

Activities		Total duration (number of weeks)	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Ref.nr/ Sub-ref nr	Title													
1.1	Analysis of the needs and priorities in Serbian society and local economy													
1.2	Students' and academics' needs and priorities													
1.3	Improvement of Universities capacity													
1.4	Analysis of performance based evaluation in EU													
2.1	Definition of the key processes and selected fields at HEI in Serbia													
2.2	Definition of the set of KPI (key performance indicators) at selected fields													
2.3	Optimization of the set of performance indicators for study programs, institutions and HE system as whole													
2.4	Development of the model for profiling and multi-ranking of study programs and HIE institutions in Serbia													
3.1	Development of ICT solution for data acquisition and multidimensional ranking of study programs and institutions	7	X=	X=	X=	X=	X	X	X					
3.2	Training, organization and implementation of the ICT system at national level	8	XX=	XX	XX	X	X	X	X					
3.3	Presentation of the tools that will meet needs of students, labour market and society	18	XX=	XX=	X	X	X	XX=	XX=	XX	XX	X	X	X
3.4	Pilot testing, verification and validation of the system on the selected study programs and institution	21	XX=	XX=	XX=	XX=	XX=	XX=	XX=	XX=	XX=	X=	X=	X
4.1	Development and adoption of performance based evaluation for HEI management at institutional and national level	18	XXX=	XX	XX	XX=	XX	XX X	XX=	XX	XX	X=	X	X

4.2	Introduction of performance measurement in accreditation standards	20	XX=	XX=	XXX=	XXX=	XXX=	XX=	XX=	XX=	X			
4.3	Contribution to the HEI funding system	18		XX=	XX=	XX=	XX=	XX=	XX=	XX=	XX=	XX		
4.4	Networking developed system with stakeholders	12			X	XX	XX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
5.1	Establishment of quality assurance work group	6		X	X=				X	X=			X	X=
5.2	Providing an external quality audit	4				X	X=				X	X=		
5.3	Ensuring regular quality control and monitoring	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
5.4	Inter-project coaching activities	4									X	X=	X=	X
6.1	Organization of seminars, meetings and symposia	16	X=	XX=	X	X	X	XX=	XX=	X	X	X=	XX=	X
6.2	Preparation and realisation of promotional activities	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
6.3	Maintaining a comprehensive and informative project web-site	12	X	X	X=	X=	X	X	X=	X=	X	X	X=	X=
6.4	Awareness campaign at Universities and other stakeholders	16	XX=	XX=	XX=	X	X	XX=	X=	X	X	X	X	X
7.1	Daily management of project processes	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=
7.2	Organization of regular Steering Committee meetings	4									XX==	XX==		
7.3	Preparing documentation on reporting and audit control	12	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=	X=