

ROAMING



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**Erasmus+ Programme (ERASMUS)
(ERASMUS-EDU-2022-CBHE-STRAND-1)
Strengthening International Staff & Student Mobility Offices
in the West Balkans
(101083070 - ROAMING)**

ROAMING

D3.1 TRAINING MATERIALS

UNIVERSITY OF WESTERN MACEDONIA (UOWM)

Work Package # 3

Version: 0.1

30 October 2023

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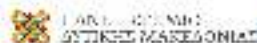


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EXECUTIVE SUMMARY

This document provides an overview of the training materials that will be used during the training sessions that will take place under Work Package 3: Development and Enhancement of IROs and specifically

- D3.2: Training for IRO Management and the Mobility Projects’ Application process.
- D3.3: Training for the student & staff (academic & administrative) regarding selection process (criteria, procedures and timelines)

To develop the training materials, several factors were taken into account:

- the Trainees’ Needs recorded in a Needs Analysis Project,
- the feedback from the Study Visits that took place in UOWM and IUST,
- the deliverable D2.4-Specification of Training Content and
- the objectives and priorities of the Erasmus+ programme.

The purpose of the training material is to provide the trainees with the necessary tools, knowledge and skills to enhance the performance of the IROs in their institutions.

DOCUMENT CONTROL

Project acronym:	ROAMING
Project Title:	Strengthening International Staff & Student Mobility Offices in the West Balkans
Project reference number	101083070
Date:	30October 2023
Authors:	Professor Eleni Griva, UOWM Christina Petaloti, UOWM
Reviewers:	

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Work package reference number and title	WP3 Development and Enhancement of IROs
Activity:	WP3, Task 3.1 Training Materials
Work Package Lead Partner	University of Western Macedonia (UOWM)
Type:	R
Product:	D
Dissemination level:	Sen
Filename:	ROAMING_D3.1_Training Materials_UOWM.doc
Pages:	12

DISSEMINATION LEVEL

SEN	Sensitive / Restricted to a group specified by the ROAMING
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TYPE

R	Document, report
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PRODUCT

D	Deliverable
M	Milestone

DOCUMENT HISTORY / MODIFICATION RECORD

VERSION	DATE	AUTHOR/S	Review/s	Comments/Change Details
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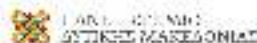


0.1				
0.2				
0.3				

Abbreviations

- EU European Union
- HEI Higher Education Institution
- ICM International Credit Mobility
- IUST University of Struga
- IRO International Relations Office
- WP Work Package
- UOWM University of Western Macedonia

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Description of the training materials

The training materials for the D3.2

The training material for the D3.2 - Training for IRO Management and the Mobility Projects' Application process is structured by considering the three phases of the training: a) the planning phase, b) the design phase and c) the implementing/delivering phase.

In the first phase (see Part A of D3.2 Training Material), the general and specific objectives of the Erasmus+ Programme as well as its priorities are presented to provide the trainees with some key points of the programmes. This phase also includes a presentation of the needs analysis project, which was conducted during the Study Visit at UOWM in May and constituted a significant tool for the development of a learner-centred training material. The results of the needs assessment are demonstrated along with the objectives that were correspondingly defined.

The *design phase* provides the theoretical background and the rationale behind the methodology selected for the design and the implementation of the training according to the characteristics of the trainees (age, position etc), the learning objectives and the time available.

The *implementing/delivering phase* corresponds to the second part of the training material. This is the main part of the training material and is divided into the two sections of the training: a. Management of the International Relations Office and b. the Application Process for the International Credit Mobility.

The **first section** provides the main aspects that need to be considered in relation to the organization and management of the International Relations Offices at Universities.

- The types of the international partnership activities are listed
- The trainees are provided with some guidelines for the selection of activities in new collaborations
- An analysis of the key components of International Relations managements follows, presenting the role and objectives of the Internationalization Committee, the International Relations Office, the Erasmus Academic Coordinator and the Faculty/Departmental Academic Coordinators. International relations is a collaborative and continuous process managed by a group of people, thus it is essential to have a clear picture of the duties and responsibilities of each.

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As the International Relations Office's role is multifaceted, the third part of this section provides a description of its tasks, which include international affairs administration, international cooperation partnerships, participation in international networks, resource management, international mobility and support, promotion of the university's reputation worldwide, awareness raising among the academic community, cultural and language support, assessment of the internationalization approach and support of staff training.

Considering the challenges arising for IROs, the final part of this section presents the main approaches and aspects to be considered regarding the development of the internationalization strategy of HEIs.

The **second section** is dedicated to the International Credit Mobility and the major steps that need to be followed for the preparation and application to Mobility Projects. It can be used as a comprehensive guide of mobility for individuals and institutions providing all the essential information regarding eligibility, responsibilities, budget and timelines. It includes practical guidelines for the entire application process, from finding a partner and getting accreditation to completing the application and being evaluated.

The **third section** of the training material presents three case studies in a scenario-based environment that have been designed for the trainees to interact and apply previous knowledge and practical skills to real-world problems and put new information into context.

The training materials for the D3.3

The training material for the D3.3 - Training for the student & staff (academic & administrative) regarding selection process (criteria, procedures and timelines) aims to offer a comprehensive guide of the selection process followed within the Erasmus+ framework to ensure fairness, transparency and inclusivity. An overview of the Erasmus+ Programme is provided, describing some of the key actions and the important role of the programme in education and analyzing the mobility activities for students and staff. As the legal policy and framework is vital for the programme to function transparently, fairly and in accordance with EU policies, the key elements of the regulations are presented as well.

In Part A of the training material, the concept of the training course is presented according to the two phases: Planning and Design. In the Planning Phase, the objectives are listed and analysed:

- Introduction to Erasmus+ and its importance.
- Understanding the Erasmus+ selection framework.

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- Developing transparent and equitable selection criteria.
- Implementing effective selection procedures.
- Promoting diversity and inclusivity in the selection process

In the **first section** (the Design Phase), a breakdown of the materials that will be used in the training sessions is provided, followed by an overview of the methodology.

Part B of the training materials is dedicated to the selection process criteria, procedures and timelines. In the first section, there is an analysis of the key selection criteria that are used in Erasmus+ for both staff and students in order to assess the eligibility and suitability of applicants for various mobility actions within the programme.

In the **second section**, the selection procedures that are followed in the University of Struga are described. These procedures ensure that the selection of candidates is based on merit, qualifications and alignment of programme goals.

In the **third section**, there is an overview of the timelines and deadlines in the Erasmus+ process that are crucial to ensure that the selection process runs smoothly and that participants are well prepared for their mobility experiences.

As transparency and fairness is essential to maintain the programme's credibility, the fourth section presents key strategies that can achieve a fair selection process.

The next section is dedicated to the promotion of inclusivity. The principles of inclusivity, diversity and equal opportunity are an integral part of the Erasmus+ Programme to ensure that all staff and students have equal opportunities to participate in mobility activities.

The **final section** of the training material presents two case studies. These real-world case studies were designed to offer participants the opportunity to engage in practical tasks related to the selection process, enabling them to apply their knowledge of criteria, procedures, and timelines within the context of the Erasmus+ framework.

CASE STUDIES

The Case studies to be used in training sessions include Real-job examples and scenarios. The purpose is to take the trainees closer to the real context of a situation or problem and create dynamic and relevant training experiences that equip adult trainees with job skills. Through being involved in a case study they can analyze a problem, exchange experiences, reach decisions or assume roles and play out the situation.

Case Studies for D3.2

Procedure of designing and implementing the three case studies

The trainers:

- **Select a situation and develop a scenario** (case study 1, 2, 3).
- **Explain the situation to the trainees:** What groups/individuals are involved, what their roles are, what is the setting.
- **Cast roles for the trainees, prepare the role players and provide them with some guidelines.**
- **Run the case study:** Allow a few minutes for trainees to get into their roles, to cooperate, to plan their strategy and to make decisions.

The trainees:

- Make their presentations

The trainers:

- Reflect on the trainees' performance

Case Study 1

Prepare a case study related to **collaborating with local media to get stories and experiences published.**

The goal is to understand the process of collaborating with local media for publishing stories and experiences.

Task Description:

- a. Research and Identify Local Media Outlets: Research and list local newspapers, magazines, radio stations, and TV channels that are relevant.
- b. Create Story Ideas: Brainstorm story ideas related to the Erasmus+ programme. These stories should appeal to the local audience. Use visuals, infographics, or other illustrative tools to make your case study engaging.
- c. Interview and Gather Content: If necessary, conduct interviews, take photographs, or record videos to gather content for the stories.
- d. Reflect on the Experience:

What went particularly well? What could have been improved?

Provide recommendations for others looking to collaborate with local media.

Summarize the key findings of your case study.

Reflect on the broader implications of collaborating with local media for individuals or businesses.

Case Study 2

Prepare a case study related to **organizing workshops where students can learn about the application process, writing motivation letters and other skills to increase their chances of getting selected.**

Task Description:

- a. Encourage students to find out about the application process.
- b. Provide them with samples of motivation letters.
- c. Ask them to write proper motivation letters.
- d. Ask from students to proofread their motivation letters.
- e. Motivate students to acquire more skills in order to increase their chances of getting selected.

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Case Study 3

Create a case study on **engaging with local communities and promoting the benefits of the Erasmus+ programme. Hold discussions or open days where locals can understand the benefits of Erasmus+, not just for the participants but also for the host communities.**

Task Description:

- a. Identify a specific Erasmus+ project that successfully engaged with local communities. It could be a project related to education, youth, training, or any other relevant field.
 - b. Briefly introduce the Erasmus+ programme.
 - c. Provide context about the local community and the challenges it faced.
 - d. Describe the Erasmus+ project, its goals, activities, and duration.
 - e. Explain how the project engaged with the local community. Include details on outreach, partnerships, and involvement of community members.
 - f. Highlight the positive outcomes of the project, both for the participants and the local community.
 - g. Use visuals like photos, charts, and graphs to make the case study more engaging.
1. Share personal stories that illustrate the impact of the program on individuals within the local community.

Case Studies for D3.3

Case Study 1: "Expanding Mobility Opportunities"

Task Description: In this case study, participants act as administrators of a university department responsible for fostering internationalization and expanding mobility opportunities for students and staff. They are tasked with creating a strategy to increase the number of participants in the Erasmus+ program while maintaining selection quality.

Participants will:

1. Analyze Current Participation Levels: Review historical data on student and staff participation in Erasmus+ and assess the program's impact on the institution.

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2. **Identify Target Areas:** Determine target areas and departments within the university where international mobility can be encouraged.
3. **Develop a Promotion Strategy:** Create a comprehensive promotion strategy to inform potential participants about Erasmus+ opportunities, including seminars, information sessions, and promotional materials.
4. **Streamline Application Procedures:** Simplify and streamline application procedures to encourage more applicants. Consider providing additional support and resources to assist with the application process.
5. **Monitor Impact:** Establish a system for monitoring the impact of the promotional strategy and the number of participants in the program, with a focus on maintaining transparency and fairness in the selection process.

These case studies offer participants the opportunity to engage in practical tasks related to the selection process, enabling them to apply their knowledge of criteria, procedures, and timelines within the context of the Erasmus+ program.

Case Study 2: "Streamlining Selection Procedures"

Task Description: In this case study, participants will assume the roles of a university's selection committee. They are tasked with reviewing and improving the institution's selection procedures for both students and staff participating in the Erasmus+ program.

Participants will:

2. **Assess Current Procedures:** Review the existing selection procedures and identify any potential issues, biases, or areas where transparency can be improved.
3. **Propose Revisions:** Based on their assessment, participants should propose revisions to the selection criteria, application guidelines, and evaluation processes to enhance fairness, transparency, and efficiency.
4. **Develop a Checklist:** Create a checklist of best practices for selection procedures in line with Erasmus+ guidelines. Ensure that the proposed checklist addresses academic excellence, language proficiency, motivation, and diversity considerations.
5. **Simulate a Committee Meeting:** Conduct a simulated selection committee meeting where participants evaluate sample applications using the revised criteria. The objective is to demonstrate the practical application of the proposed changes.
6. **Provide Feedback:** After the simulated meeting, participants should provide constructive feedback to each other on their evaluations and the effectiveness of the revised procedures.

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ANNEX 1

Approvals by GMC Members

From: Konstantinos Giakoumis <konstantinos.giakoumis@kulogos.edu.al>
Sent: Saturday, October 28, 2023 8:30 AM
To: Venian Mile <administratori@kulogos.edu.al>; Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>; elona_karafili@universitetipolis.edu.al; egriva@uowm.gr; egriva.efl@gmail.com; Christina Petaloti <cpetaloti@uowm.gr>; Nazmie Merko <n.merko@eust.edu.mk>; l.vako@eust.edu.mk; j.djokic@ibcmirovica.eu; Mihone Kerolli <m.kerolli@ibcmirovica.eu>; Kamal Shahrabi <kshahrabi@auk.org>; Medina Orana <morana@auk.org>; Radislav Jovovic <radislav.jovovic@unimediterranean.net>; Petar Krivokapić <petar.krivokapic@unimediterranean.net>
Cc: Anisa Balla <anisa.balla@kulogos.edu.al>; Manjola_hoxha@universitetipolis.edu.al; mtzonou@uowm.gr; b.ciglovska@eust.edu.mk; n.pavlovic@ibcmirovica.eu; Dardan Hajrizi <dhajrizi@auk.org>; mirjana.cizmovic@unimediterranean.net; Valbona Nathanaili <valbona.nathanaili@kulogos.edu.al>; ckonto@unipi.gr; ΧΡΙΣΤΙΝΑ ΚΟΝΤΟΓΟΥΛΙΔΟΥ <ckonto51@gmail.com>
Subject: Request for Approval of Training Materials

Dear colleagues,

Our more experienced partners have now completed the development of training materials falling under D-3.2 (Training for IRO Management and the Mobility Projects' Application process) and D-3.3 (Training for the student & staff (academic & administrative) regarding selection process (criteria, procedures and timelines), developed by UOWM and IUST, respectively. They are communicated through the following links:

1. D-3.2:  [D3.2 Training Material.pdf](#).
2. D-3.3:  [D3.3 \(Student & staff selection criteria training\).pdf](#).

@QMC & Dr Kontogoulidou: Please provide a moderated report on the quality of these deliverables by Monday, 30.10.2023.

@ GMC members: Please indicate whether or not you approve the attached two deliverables by Tuesday, 31.10.2023 noon, to enable us some time to collate the training materials with the related approvals and upload the documents within the deadline of 31.10.2023.

Please note that UOWM and IUST have been requested to format the documents after the standards spelt out in our Quality Monitoring Action Plan; yet, this formatting affects only the first pages of the documents and does not impart its substance.

Thanks in advance,

K.G.

Assoc. Prof. Konstantinos GIAKOUKIS
Dean, Faculty of Humanities & Linguistic Communication
LOGOS University College
Dritan Hoxha Road, 1001
Tirana, Albania
Cell.: +355692070592
E-Mail: konstantinos.giakoumis@kulogos.edu.al & kgiakoumis2@gmail.com

From: Petar Krivokapić <petar.krivokapic@unimediterranean.net>
Sent: Monday, October 30, 2023 11:05 AM
To: Medina Orana <morana@auk.org>
Cc: Konstantinos Giakoumis <konstantinos.giakoumis@kulogos.edu.al>; Venian Mile <administratori@kulogos.edu.al>; Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>; elona_karafili@universitetipolis.edu.al <elona_karafili@universitetipolis.edu.al>; egriva@uowm.gr <egriva@uowm.gr>; egriva.efl@gmail.com <egriva.efl@gmail.com>; Christina Petaloti <cpetaloti@uowm.gr>; Nazmie Merko <n.merko@eust.edu.mk>; l.vako@eust.edu.mk <l.vako@eust.edu.mk>; j.djokic@ibcmirovica.eu <j.djokic@ibcmirovica.eu>; Mihone Kerolli <m.kerolli@ibcmirovica.eu>; Kamal Shahrabi <kshahrabi@auk.org>; Radislav Jovovic <radislav.jovovic@unimediterranean.net>; Anisa Balla <anisa.balla@kulogos.edu.al>; Manjola_hoxha@universitetipolis.edu.al <Manjola_hoxha@universitetipolis.edu.al>; mtzonou@uowm.gr <mtzonou@uowm.gr>; b.ciglovska@eust.edu.mk <b.ciglovska@eust.edu.mk>; n.pavlovic@ibcmirovica.eu <n.pavlovic@ibcmirovica.eu>; Dardan Hajrizi <dhajrizi@auk.org>; mirjana.cizmovic@unimediterranean.net <mirjana.cizmovic@unimediterranean.net>; Valbona Nathanaili <valbona.nathanaili@kulogos.edu.al>; ckonto@unipi.gr <ckonto@unipi.gr>; XPIETINA KONTOFOYΛIAΔΟΥ <ckonto51@gmail.com>
Subject: Re: Request for Approval of Training Materials

Dear all,

Excellent work on the documents. UNIMED approves.

Best regards,
Petar

From: Medina Orana <morana@auk.org>
Sent: Monday, October 30, 2023 9:24 AM
To: Konstantinos Giakoumis <konstantinos.giakoumis@kulos.edu.al>; Venian Mile <administratori@kulos.edu.al>; Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>; elona_karafili@universitetipolis.edu.al <elona_karafili@universitetipolis.edu.al>; egriva@uowm.gr <egriva@uowm.gr>; egriva.efl@gmail.com <egriva.efl@gmail.com>; Christina Petaloti <cpetaloti@uowm.gr>; Nazmie Merko <n.merko@eust.edu.mk>; l.vako@eust.edu.mk <l.vako@eust.edu.mk>; j.djokic@ibcmirovica.eu <j.djokic@ibcmirovica.eu>; Mihone Kerolli <m.kerolli@ibcmirovica.eu>; Kamal Shahrabi <kshahrabi@auk.org>; Radislav Jovovic <radislav.jovovic@unimediterranean.net>; Petar Krivokapic <petar.krivokapic@unimediterranean.net>
Cc: Anisa Balla <anisa.balla@kulos.edu.al>; Manjola_hoxha@universitetipolis.edu.al <Manjola_hoxha@universitetipolis.edu.al>; mtzonou@uowm.gr <mtzonou@uowm.gr>; b.ciglovska@eust.edu.mk <b.ciglovska@eust.edu.mk>; n.pavlovic@ibcmirovica.eu <n.pavlovic@ibcmirovica.eu>; Dardan Hajrizi <dhajrizi@auk.org>; mirjana.cizmovic@unimediterranean.net <mirjana.cizmovic@unimediterranean.net>; Valbona Nathanaili <valbona.nathanaili@kulos.edu.al>; ckonto@unipi.gr <ckonto@unipi.gr>; ΧΡΙΣΤΙΝΑ ΚΟΝΤΟΓΟΥΛΙΔΟΥ <ckonto51@gmail.com>
Subject: RE: Request for Approval of Training Materials

Dear all,

Thank you for the efforts to put these together. We approve the documents.

Best,
Medina

From: Elona Karafili <elona_karafili@universitetipolis.edu.al>
Sent: Sunday, October 29, 2023 3:56 PM
To: Konstantinos Giakoumis <konstantinos.giakoumis@kulos.edu.al>
Cc: Anisa Balla <anisa.balla@kulos.edu.al>; Christina Petaloti <cpetaloti@uowm.gr>; Dardan Hajrizi <dhajrizi@auk.org>; Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>; Kamal Shahrabi <kshahrabi@auk.org>; Manjola_hoxha@universitetipolis.edu.al <Manjola_hoxha@universitetipolis.edu.al>; Medina Orana <morana@auk.org>; Mihone Kerolli <m.kerolli@ibcmirovica.eu>; Nazmie Merko <n.merko@eust.edu.mk>; Petar Krivokapic <petar.krivokapic@unimediterranean.net>; Radislav Jovovic <radislav.jovovic@unimediterranean.net>; Valbona Nathanaili <valbona.nathanaili@kulos.edu.al>; Venian Mile <administratori@kulos.edu.al>; b.ciglovska@eust.edu.mk <b.ciglovska@eust.edu.mk>; ckonto@unipi.gr <ckonto@unipi.gr>; egriva.efl@gmail.com <egriva.efl@gmail.com>; egriva@uowm.gr <egriva@uowm.gr>; j.djokic@ibcmirovica.eu <j.djokic@ibcmirovica.eu>; l.vako@eust.edu.mk <l.vako@eust.edu.mk>; mirjana.cizmovic@unimediterranean.net <mirjana.cizmovic@unimediterranean.net>; mtzonou@uowm.gr <mtzonou@uowm.gr>; n.pavlovic@ibcmirovica.eu <n.pavlovic@ibcmirovica.eu>; ΧΡΙΣΤΙΝΑ

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KONTOFOYLIDOUY <ckonto51@gmail.com>

Subject: Re: Request for Approval of Training Materials

Dear Kosta,
Dear partners,

On behalf of Polis University, I'm confirming our approval for both documents!
Thank you for the work and efforts!

Elona

From: **Mihone Kerolli** <m.kerolli@ibcmirovica.eu>

Date: Sat, 28 Oct 2023, 08:40

Subject: Re: Request for Approval of Training Materials

To: Konstantinos Giakoumis <konstantinos.giakoumis@kulogos.edu.al>

Cc: Venian Mile <administratori@kulogos.edu.al>, Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>, elona karafili@universitetipolis.edu.al <elona_karafili@universitetipolis.edu.al>, egriva@uowm.gr <egriva@uowm.gr>, egriva.efl@gmail.com <egriva.efl@gmail.com>, Christina Petaloti <cpetaloti@uowm.gr>, Nazmie Merko <n.merko@eust.edu.mk>, l.vako@eust.edu.mk <l.vako@eust.edu.mk>, j.djokic@ibcmirovica.eu <j.djokic@ibcmirovica.eu>, Kamal Shahrabi <kshahrabi@auk.org>, Medina Orana <morana@auk.org>, Radislav Jovovic <radislav.jovovic@unimediteran.net>, Petar Krivokapic <petar.krivokapic@unimediteran.net>, Anisa Balla <anisa.balla@kulogos.edu.al>, Manjola_hoxha@universitetipolis.edu.al <Manjola_hoxha@universitetipolis.edu.al>, mtzonou@uowm.gr <mtzonou@uowm.gr>, b.ciglovska@eust.edu.mk <b.ciglovska@eust.edu.mk>, n.pavlovic@ibcmirovica.eu <n.pavlovic@ibcmirovica.eu>, Dardan Hajrizi <dhajrizi@auk.org>, mirjana.cizmovic@unimediteran.net <mirjana.cizmovic@unimediteran.net>, Valbona Nathanaili <valbona.nathanaili@kulogos.edu.al>, ckonto@unipi.gr <ckonto@unipi.gr>, ΧΡΙΣΤΙΝΑ ΚΟΝΤΟΦΟΥΛΙΔΟΥ <ckonto51@gmail.com>, Mirjana Krsmanovic <m.krsmanovic@ibcmirovica.eu>

Dear Prof. Kosta,

Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or European Education and Culture Executive Agency (EACEA). Neither the European Union nor the granting authority can be held responsible for them.

Both documents are approved from the IBC-M side. We congratulate you and all consortiums for the efforts. and work Best, Mihone

From: Biljana Ciglovska <b.ciglovska@eust.edu.mk>
Sent: Monday, October 30, 2023 8:25 PM
To: Konstantinos Giakoumis <konstantinos.giakoumis@kulos.edu.al>
Cc: Venian Mile <administratori@kulos.edu.al>; Flora Krasniqi <flora_krasniqi@universitetipolis.edu.al>; elona_karafili@universitetipolis.edu.al <elona_karafili@universitetipolis.edu.al>; egriva@uowm.gr <egriva@uowm.gr>; egriva.efl@gmail.com <egriva.efl@gmail.com>; Christina Petaloti <cpetaloti@uowm.gr>; Nazmie Merko <n.merko@eust.edu.mk>; Lirinda Vako <l.vako@eust.edu.mk>; j.djokic@ibcmirovica.eu <j.djokic@ibcmirovica.eu>; Mihone Kerolli <m.kerolli@ibcmirovica.eu>; Kamal Shahrabi <kshahrabi@auk.org>; Medina Orana <morana@auk.org>; Radislav Jovovic <radislav.jovovic@unimediterran.net>; Petar Krivokapic <petar.krivokapic@unimediterran.net>; Anisa Balla <anisa.balla@kulos.edu.al>; Manjola Hoxha <Manjola_hoxha@universitetipolis.edu.al>; Malamati Tzonou <mtzonou@uowm.gr>; Nikola Pavlovic <n.pavlovic@ibcmirovica.eu>; Dardan Hajrizi <dhajrizi@auk.org>; Mirjana Cizmovic <mirjana.cizmovic@unimediterran.net>; Valbona Nathanaili <valbona.nathanaili@kulos.edu.al>; ckonto@unipi.gr <ckonto@unipi.gr>; ΧΡΙΣΤΙΝΑ ΚΟΝΤΟΓΟΥΛΙΔΟΥ <ckonto51@gmail.com>
Subject: Re: Request for Approval of Training Materials

Dear All,

Both documents are approved from the IUS side. We congratulate you and all consortiums for the efforts and the excellent work done.

Best regards,

Decision of Quality Monitoring Committee on deliverable D-3.2 Training material and D-3.3 (Student&staff selection criteria training)

Members:


1. Dr. Nikola Pavlović (NP, Chair, IBC-M)
2. Dr. Anisa Balla (EK, member, LOGOS)
3. Dr. Manjola Hoxha (MH, member, U_POLIS)
4. Dr. Malamati Tzonou (MT, member, UOWM)
5. Dr. Biljana Ciglovska-Bojchevska (BCB, member, IUST)
6. Dr. Dardan Hajrizi (DH, member, R.I.T. Kosovo)
7. Dr. Mirjana Cizmović (MC, member, UMed)

Other Invitees: -**Absentee(s):**

On 29 and 30 October 2023, the members of the Quality Monitoring Committee (QMC) deliberated the document regarding the deliverable D-3.2 Training material https://kulogos-my.sharepoint.com/:b:/g/personal/konstantinos_giakoumis_kulogos_edu_al/ESgEr1W1OU9LIZand1oPBE0BdbDbqSACv0sls4xxR7e9tg?e=h2SngW and D-3.3 (Student&staff selection criteria training) https://kulogos-my.sharepoint.com/:b:/g/personal/konstantinos_giakoumis_kulogos_edu_al/ETs8tyZsBm5Kk-IsAN6oH0wBrr5ONwcHjwGDFN7Vkc7gAA?e=omcxoc

The majority of QMC members approved the document.



Chair, IBC-M		
 Dr. Nikola Pavlović		
Member, LOGOS	Member, U_POLIS	Member, UOWM
Ph.D. cand. Anisa Balla	Dr. Manjola Hoxha	Dr. Malamati Tzonou
Member, IUST	Member, R.I.T. Kosovo	Member, UMed
Dr. Biljana Ciglovska-Bojchevska	Dr. Dardan Hajrizi	Dr. Mirjana Cizmović

The Quality Monitoring Committee Members evidence of approvals are attached





Malamati Tzonou Juče

κομε: мени, Dardan, Manjola, ... ▾



Преведи на: srpski



Dear Nikola,

I approve the deliverables.

Kind regards,
Malamati

Прикажи цитирани текст

Прикажи цитирани текст

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Τμήμα Δημοσίων & Διεθνών Σχέσεων
Πανεπιστήμιο Δυτικής Μακεδονίας
Κτήριο Διοίκησης



**Dardan Hajrizi** Juče

коме: мени, Manjola, Malamat... ▾



Преведи на: srpski



Hi Nikola,

I believe we need to provide a report on the quality of the deliverables based on what Konstantinos stated in his email.

I am currently traveling and will not be able to review the report until Tuesday or Wednesday this week as I have very limited access to my email.

Dardan

**Biljana Ciglovska** Juče

коме: Konstantinos, Venian, Fl... ▾



Преведи на: srpski





Dear All,

Both documents are approved from the IUS side. We congratulate you and all consortiums for the efforts and the excellent work done.

Best regards,





 **Anisa Balla** Juče
коме: мени, Biljana, Mirjana, ...

 Преведи на: srpski

Dear Nikola,
I approve both deliverables.
Best regards,
Anisa

PhD. Candidate Anisa Balla.
Assistant Lecturer in Management Department
Faculty of Economics
LOGOS University College
Dritan Hoxha Road, 1001
Tirana, Albania
Cell.: [+355695314816](tel:+355695314816)
E-Mail: anisa.balla@kulogos.edu.al

 **Mirjana Cizmovic** Juče
КОМЕ: МЕНИ

 Преведи на: srpski

Dear Nikola,
I approve both deliverables.
Best regards,
Mirjana Cizmovic

On 30. 10. 2023., at 21:24, Nikola Pavlovic
<n.pavlovic@ibcmitrovica.eu> wrote:

