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

1

Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

			Very Good	(Internet in the second
				lent
1	2	3	4	5
1	2	3	4	(5)
1	2	3	4	5
	1 1 1	1         2           1         2           1         2           1         2	1     2     3       1     2     3       1     2     3       1     2     3	1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	(5)
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	(5)
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	5
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	(5)
Assignment of follow-up tasks	1	2	3	4	(3
Commonste	1			1	

#### Overall success of the meeting

Comment:

Thank you for taking the time to complete this questionnaire. Your comments are important to us and provide us with valuable feedback on the quality of the meeting, which will be taken into account when organising future events.

Project number: 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP

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2

Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

NatRisk

## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					1

#### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	(4)	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	(5)
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	(5)
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	5

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Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:	1			1	

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	(5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	(5)
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	5

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Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

MatRisk

## SECOND SPECIAL MOBILITY STRAND MEETING **EVALUATION LIST**

#### The general organisation of the meeting

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	(5)
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:	1				

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	(5)
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
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Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	(5)
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	(5)
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	(5)
Assignment of follow-up tasks	1	2	3	4	5

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#### The general organisation of the meeting

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	(5)
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					1

#### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	3
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	(5)
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	(5)
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	5

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#### The general organisation of the meeting

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	(5)
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	1 2 3 1 2 3	Image: Constraint of the second sec

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
				6	
Communication before the meeting	1	2	3	(4)	5
Duration and timetable of the meeting	1	2	3	4	(5)
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	(5)





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	U				
Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	(5)
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	(15)
Commonte	1			4	

Overall success of the meeting

Comment:

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## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	X	5
1	2	3	4	\$2
1	2	3	4	X
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	Poor         OK         Good           1         2         3           1         2         3           1         2         3	Good         Good           1         2         3         4           1         2         3         4

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	X	5
Duration and timetable of the meeting	1	2	3	4	X
Quality of materials provided during the meeting	1	2	3	4	X
Quality of presentations	1	2	3	4	X
Communication between the coordinator of the project and the other partners	1	2	3	4	X
Engagement of the participants in the activities and discussions	1	2	3	4	Ŕ
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	Æ





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	Ø
Opportunities to express your opinion and influence decisions	1	2	3	4	R
Achievement of the meeting and project goals	1	2	3	4	X
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	Ð
Assignment of follow-up tasks	1	2	3	4	)Z
Commont					

#### Overall success of the meeting

Comment:

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## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Grading	Poor	OK	Good	Very Good	Excel
					lent
Logistic preparation and organization of meeting	1	2	3	4	(5)
Content of the Agenda	1	2	3	(4)	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	3
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Poor	OK	Good	Very Good	Excel lent
1	2	3	4	(5)
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
	Poor 1 1 1 1 1 1 1	1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	Image: Constraint of the constr

Overall success of the meeting

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## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	B
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	Poor         OK         Good           1         2         3           1         2         3           1         2         3	1         2         3         4

#### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	(5)
Quality of materials provided during the meeting	1	2	3	4	G
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	I
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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	0							
Grading	Poor	OK	Good	Very Good	Excel lent			
Mode of reaching the decisions at the meeting	1	2	3	4	5			
Opportunities to express your opinion and influence decisions	1	2	3	4	5			
Achievement of the meeting and project goals	1	2	3	4	5			
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5			
Assignment of follow-up tasks	1	2	3	4	5			
Commont	1	L			1			

#### Overall success of the meeting

Comment:

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#### The general organisation of the meeting

Grading	Poor	OK	Good	Very Good	Excel
					lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	(5)
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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0								
Grading	Poor	OK	Good	Very Good	Excel lent			
Mode of reaching the decisions at the meeting	1	2	3	4	(5)			
Opportunities to express your opinion and influence decisions	1	2	3	4	5			
Achievement of the meeting and project goals	1	2	3	4	5			
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	-5-			
Assignment of follow-up tasks	1	2	3	4	5			
Commont	1							

#### Overall success of the meeting

Comment:

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## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Grading	Poor	OK	Good	Very Good	Excel
					lent
Logistic preparation and organization of meeting	1	2	3	4	<b>%</b>
Content of the Agenda	1	2	3	4	X
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	反
Comment:					1

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	R
Duration and timetable of the meeting	1	2	3	4	X
Quality of materials provided during the meeting	1	2	3	4	Ŕ
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	X
Engagement of the participants in the activities and discussions	1	2	3	4	质
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	¢





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

Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	ient بح
Opportunities to express your opinion and influence decisions	1	2	3	4	× >5
Achievement of the meeting and project goals	1	2	3	4	凌
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	×5
Assignment of follow-up tasks	1	2	3	4	75

#### Overall success of the meeting

Comment:

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#### The general organisation of the meeting

Poor	OK	Good	Very Good	Excel
				lent
1	2	3	4	5
1	2	3	4	(5)
1	2	3	4	5
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	1 2 3	Image: Constraint of the second sec

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
		-	-	-	
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	Ø
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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

Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	R
Opportunities to express your opinion and influence decisions	1	2	3	4	3
Achievement of the meeting and project goals	1	2	3	4	5
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	15

Overall success of the meeting

Comment:

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Poor	OK	Good	Very Good	Excel
				lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	G
	1 1 1	1         2           1         2           1         2           1         2	1 2 3	Image: 1         Cood           1         2         3         4

### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	(5)
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	(5)
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	5
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	(5)

#### Overall success of the meeting

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Grading	Poor	OK	Good	Very Good	Excel lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					

#### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	(4)	5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4)	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent				
Mode of reaching the decisions at the meeting	1	2	3	4	5				
Opportunities to express your opinion and influence decisions	1	2	3	4	5				
Achievement of the meeting and project goals	1	2	3	4	5				
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5				
Assignment of follow-up tasks	1	2	3	4	5				
Comment:									

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Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

# SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

### The general organisation of the meeting

Grading	Poor	OK	Good	Very Good	Excel
					lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	(5)
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	(5)
Comment:					

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very	Excel
				Good	lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	(5)
Achievement of the meeting and project goals	1	2	3	4	5
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	(5)

### Overall success of the meeting

Comment:

Thank you for taking the time to complete this questionnaire. Your comments are important to us and provide us with valuable feedback on the quality of the meeting, which will be taken into account when organising future events.

Project number: 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP

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2

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Date: 06 September 2018

NatRisk

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Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	(5)
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	(5)
Comment:					

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Grading	Poor	OK	Good	Very	Excel
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Communication before the meeting	1	2	3	4	5
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Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	5
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Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	J





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Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	5
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Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:	1				

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	3
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
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Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Mode of reaching the decisions at the meeting	1	2	3	4	5		
Opportunities to express your opinion and influence decisions	1	2	3	4	5		
Achievement of the meeting and project goals	1	2	3	4	5		
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5		
Assignment of follow-up tasks	1	2	3	4	5		

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## SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

			Good	lent
1	2	3	4	5
1	2	3	4/	05
1	2	3	4	5
1 1 1		2 2 2	2 3 2 3 2 3	$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$

### General working communication

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
	1 1 1 1 1 1	1     2       1     2       1     2       1     2       1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	$ \begin{array}{c ccccccccccccccccccccccccccccccccccc$





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	0				
Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	Ð	5
Achievement of the meeting and project goals	1	2	3	4	/5/
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	5
Comment:			,		

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Venue: Technical University of Crete (TUC), Chania, Greece

Date: 06 September 2018

MatRisk

# SECOND SPECIAL MOBILITY STRAND MEETING EVALUATION LIST

#### The general organisation of the meeting

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	Poor         OK         Good           1         2         3           1         2         3           1         2         3	

Comment:

### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	5
Discussion of tasks for the upcoming activities and meetings	1	2	3	4	5
Assignment of follow-up tasks	1	2	3	4	(5)

#### Overall success of the meeting

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### The general organisation of the meeting

Grading	Poor	OK	Good	Very Good	Excel
					lent
Logistic preparation and organization of meeting	1	2	3	4	3
Content of the Agenda	1	2	3	4	3
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	15
Comment:					

### General working communication

Poor	OK	Good	Very	Excel
			Good	lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	(5/
1	2	3	4	(5)
	1 1 1 1 1 1	1     2       1     2       1     2       1     2       1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	Image: Constraint of the state of the st





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Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	05/
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#### The general organisation of the meeting

Poor	OK	Good	Very	Excel	
			Good	lent	
1	2	3	4	5	
1	2	3	4	5	
1	2	3	4	5	
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	1 2 3	1         2         3         4	

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	4	(5)
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	5
Communication between the coordinator of the project and the other partners	1	2	3	4	(5)
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Mode of reaching the decisions at the meeting	1	2	3	4	5
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#### The general organisation of the meeting

Poor	OK	Good	Very Good	Excel
				lent
1	2	3	4	5
1	2	3	4	(5)
1	2	3	4	(5)
	Poor 1 1 1	Poor         OK           1         2           1         2           1         2           1         2	1 2 3	Good           1         2         3         4

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	(5)
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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	0				
Grading	Poor	OK	Good	Very Good	Excel lent
Mode of reaching the decisions at the meeting	1	2	3	4	5
Opportunities to express your opinion and influence decisions	1	2	3	4	5
Achievement of the meeting and project goals	1	2	3	4	5
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Grading	Poor	OK	Good	Very	Excel
				Good	lent
Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	(5)
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	4	15
Duration and timetable of the meeting	1	2	3	4	(5)
Quality of materials provided during the meeting	1	2	3	4	(5)
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	57
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	(5)





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Poor	OK	Good	Very Good	Excel lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
	Poor 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1     2       1     2       1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	Good       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4

#### Overall success of the meeting

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Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	(5)
Comment:					

#### General working communication

Grading	Poor	OK	Good	Very Good	Excel lent
Communication before the meeting	1	2	3	4	5
Duration and timetable of the meeting	1	2	3	4	5
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	5
Engagement of the participants in the activities and discussions	1	2	3	4	5
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Comments					

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Grading	Poor	OK	Good	Very Good	Excel
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Logistic preparation and organization of meeting	1	2	3	4	5
Content of the Agenda	1	2	3	4	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	3

#### General working communication

Grading	Poor	OK	Good	Very	Excel
				Good	lent
Communication before the meeting	1	2	3	4	G
Duration and timetable of the meeting	1	2	3	4	3
Quality of materials provided during the meeting	1	2	3	4	5
Quality of presentations	1	2	3	4	(5)
Communication between the coordinator of the project and the other partners	1	2	3	4	3
Engagement of the participants in the activities and discussions	1	2	3	4	(5)
Objectives in the agenda regarding the NatRisk project are reached	1	2	3	4	5





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Poor	OK	Good	Very Good	Excel lent		
1	2	3	4	5		
1	2	3	4	5		
1	2	3	4	5		
1	2	3	4	5		
1	2	3	4	5		
	Poor 1 1 1 1 1 1 1	1     2       1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	Image: Constraint of the second system     Good       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4		

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Content of the Agenda	1	2	3	(4)	5
Arrangements of the meeting (venue, equipment, etc.)	1	2	3	4	5
Comment:					1

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Communication before the meeting	1	2	3	4	5
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Poor	OK	Good	Very Good	Excel lent
1	2	3	4	5
1	2	3	4	5
1	2	3	4	5
1	2	3	4	(5
1	2	3	4	5
	Poor 1 1 1 1 1 1 1 1	1     2       1     2       1     2       1     2	1     2     3       1     2     3       1     2     3       1     2     3       1     2     3	Good       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4       1     2     3     4

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