

EVENT REPORT FORM ¹

Project title	Development of master curricula for natural disasters risk management in Western Balkan countries
Project acronym	NatRisk
Project reference number	573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP
Coordinator	University of Nis
Project start date	October 15, 2016
Project duration	36 months

Event	Second Special Mobility Strand meeting
Type of event	Regular meeting
Venue	Technical University of Crete, School of Production Engineering and Management, Chania, Greece
Date	06 September 2018
Organizer	TUC, Chania, Greece
Reporting date	07 September 2018
Report author(s)	Milan Gocić

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

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¹ This form has to be filled by event organisers and sent on e-mail address: natriskuni@gmail.com five days after event. The term event relates to the meetings, workshops, exhibitions, conferences, etc....

EVENT DESCRIPTION

with special reference to goals and outcomes

Number of participants at the event	28
Participants (organisations)	All partners
Event description:	
<p>This document reports the second Special Mobility Strand meeting of the Erasmus+ Capacity Building in the Field of Higher Education project „Development of master curricula for natural disasters risk management in Western Balkan countries“ (NatRisk), held at the Technical University of Crete (TUC), on the 06th of September 2018. The meeting was chaired by Prof. Vesna Stankov Jovanović, UNI. The objective was to introduce to all project partners the most relevant issues of Special Mobility Strand.</p> <p>Twenty eight representatives from all 12 partner institutions were present at the meeting. After the participants' registration which started at 13:30, Prof. Vesna Stankov Jovanović, UNI, discussed the key points related to Special Mobility Strand and discussed current SMS realization.</p> <p>The meeting ended at 15:00.</p>	

Attachments

Agenda (pdf)	First Special Mobility Strand meeting - agenda
Attendance sheet (pdf)	First SMS meeting – attendance list
Photos (jpg)	
News form (pdf)	13 Inter-project coaching, SC, PMC and QAC meetings in Belgrade - news
Deliverable (pdf)	First Special Mobility Strand meeting report
Presentations (pdf)	Special Mobility Strand How to build a successful IRO
Other personal remarks	

Organisation details

Invitation sent to	35 participants
Date of event material release	06 September 2018
Date of participants list's finalisation	06 September 2018
Date of agenda finalisation	06 September 2018
Number of participants (according to the participants list)	28
Comments	

Problems encountered during the event preparation phase

Please add your comments, if any:

Strengths and limitations of the event (please include comments received)

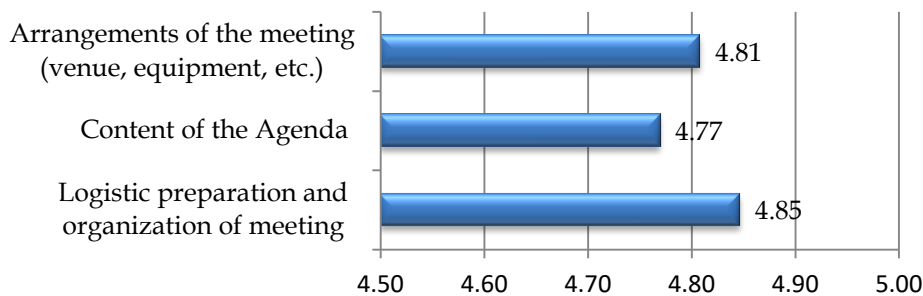
Strengths of the event and contributions or activities by participants	<ul style="list-style-type: none"> ➤ Good interaction and experience exchange between participants ➤ Presentation was very useful ➤ Strong focus on specific topics oriented to past and further project implementation
Suggestions for the improvement	
Any further comments	<ul style="list-style-type: none"> ➤ The organisation was at the highest level

Evaluation details

Results of evaluation of the general organisation of the event

Description					
The general opinion is that the meeting was excellent organised.					
Table(s)/Figure(s)					
The general organisation of the QAC meeting in percentage is presented in the following table:					
Grading	Poor	OK	Good	Very Good	Excellent
Logistic preparation and organization of meeting	0	0	0	15.4	84.6
Content of the Agenda	0	0	0	23.1	76.9
Arrangements of the meeting (venue, equipment, etc.)	0	0	3.8	11.5	84.6

The general organisation of the second Special Mobility Strand meeting



Category	Score
Arrangements of the meeting (venue, equipment, etc.)	4.81
Content of the Agenda	4.77
Logistic preparation and organization of meeting	4.85

Results of evaluation of general working communication

Description

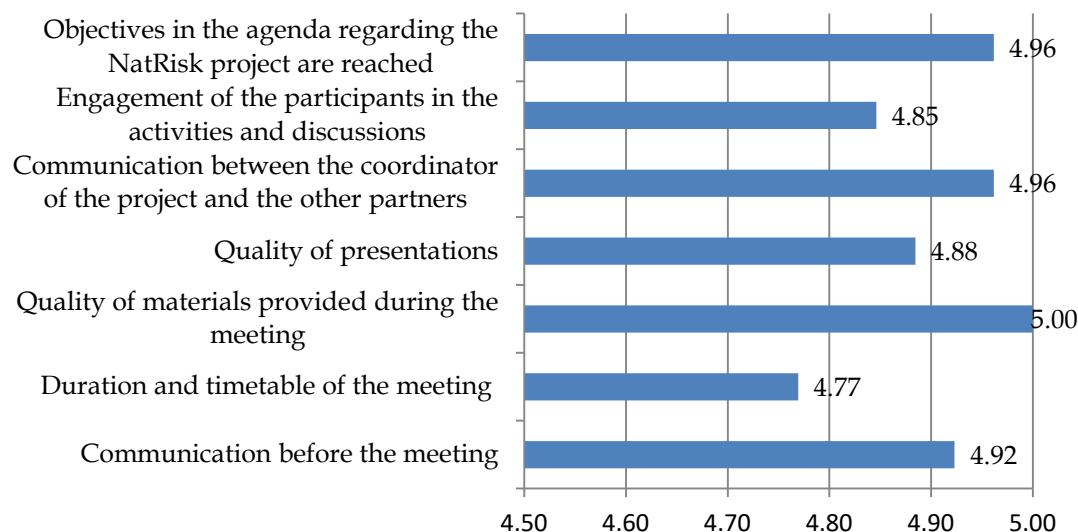
The quality of presentations and prepared agendas and material were evaluated with high marks.

Table(s)/Figure(s)

The general working communication in percentage is presented in the following table:

Grading	Poor	OK	Good	Very Good	Excellent
Communication before the meeting	0	0	0	7.7	92.3
Duration and timetable of the meeting	0	0	0	23.1	76.9
Quality of materials provided during the meeting	0	0	0	0	100.0
Quality of presentations	0	0	0	11.5	88.5
Communication between the coordinator of the project and the other partners	0	0	0	3.8	96.2
Engagement of the participants in the activities and discussions	0	0	0	15.4	84.6
Objectives in the agenda regarding the NatRisk project are reached	0	0	0	3.8	96.2

General working communication



Results of evaluation of overall success of the event

Description

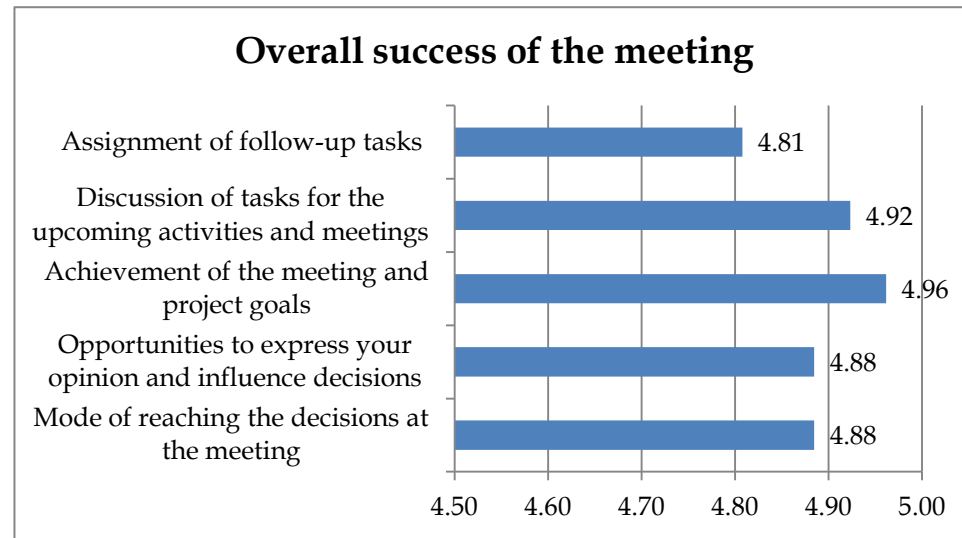
The overall success of the meeting was graduated as excellent.

Table(s)/Figure(s)

The overall success of the meeting in percentage is presented in the following table:

Grading	Poor	OK	Good	Very Good	Excellent
Mode of reaching the decisions at the meeting	0	0	0	11.5	88.5
Opportunities to express your opinion and influence decisions	0	0	0	11.5	88.5
Achievement of the meeting and project goals	0	0	0	3.8	96.2

Discussion of tasks for the upcoming activities and meetings	0	0	0	7.7	92.3
Assignment of follow-up tasks	0	0	0	19.2	80.8



Please indicate your suggestions for further event's improvement:

Location, date

Chania, 07 September 2018

Signature

