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Project: **EDIPUS | European Digital Portfolio for University Students**

Reference Number: **2015-1-CY01-KA203-011856**

Implementation Period: **November 2015 – October 2017**

Contact Details: [info@edipus.me](mailto:info@edipus.me)

[www.edipus.me](http://www.edipus.me)

# FINAL QUALITY ASSURANCE REPORT

OCTOBER 2017

According to the EDIPUS Quality Assurance Strategy, a Final Quality Report should be produced by the end of the project (end of October 2017), for the period covering November 2016 – October 2017 (2<sup>nd</sup> year of the project).

In order to produce the report a set of questions were produced by the leader of the Quality Assurance Committee and was sent to all other members of the Committee, belonging to each partner.

The questions referred to any delays to the project deliverables, delays/failure in work executed as part of any WPs according to the timeline, delay/failure in completion of a product, non-responsive partners, failure to achieve the indicators, non-eligible actions for funding, any planned actions that cannot be fulfilled due to lack of time, lack of funds and the quality of the project so far.

## Assessment Analysis

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**Q1 – Do the deliverables comply with the overall objectives of the project?**

Yes.

**Q2 – Did you notice any delay or failure to promote/implement/complete the work expected to be part of the IO's according to the timeline?**

There were some delays but the work was completed successfully.

**Q3 – Was there any delay or failure in completion of a product according to the project's timeline?**

No.

**Q4 – Did you notice any of the partner institution does not respond / reciprocate / shows delay in fulfilling or to proceed / promote the responsibilities / obligations it undertook in the context of the project?**

No.

**Q5 – Was there any failure to achieve an indicator set?**

No.

**Q6 – Did you notice any actions that are not eligible for financing in the context of the present project so far?**

No.

**Q7 – Did you notice any of the planned actions in the proposal that cannot be implementing for various reasons (lack of time, failure of completion of products, lack of funds etc)?**

No.

**Q8 – How do you personally rate the quality of the project so far in the scale 1-10 with 10 the best?**

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### **Pilot Activity of the EDIPUS Digital Portfolio Portal**

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In the framework of implementation of the EDIPUS project, the partnership undertook to organize ***pilot testing phases for the Digital Portfolio Portal (DPP)***, in order to **inform, test and receive suggestions** for adjustment of various elements of the Portal design.

Overall, 14 workshops were organised in the six countries of the partnership between February – April 2017, while approximately 252 students were introduced to the use of the DPP and pilot tested the Portal developed.

More specifically, during these workshops the partners' trainers explained what a digital portfolio is, what the benefits of having one are and the best-practices to follow when a student is creating it and trying to promote it to potential employers. Furthermore, the trainers referred to the User Guidebook which has been created in order to facilitate the navigation through the DPP.

Following this theoretical part, participants were introduced to the EDIPUS platform and assisted them in the creation of their portfolios, explaining the different folders in the platform, how they can create content there and which could be the best place to add different content.

Finally, participants provided feedback as regards to the utilization of the User Interface throughout the platform, the usefulness of the terminology and the operation of the functionalities of the DPP. **In particular their overview of the DPP was rather positive**, being the fact that they stressed the usefulness of the Portal in promoting their skills, experiences and professional profiles in a more effective and “non-traditional” way which showcases their strengths and abilities with “tangible” examples of work.

As a final step of the process participants brought forward suggestions for the optimization of the Portal structure and elements (i.e. include a short walkthrough, investigate the option not only to be Google drive based, include preview as an external viewer, modification of the word interface to upload PDFs, more support for exterior element).

In addition, all students had the chance to enter into a competition for the best EDIPUS DPP created and to give the developers some feedback on their experience and creativity. The best portfolio received a free registration for the Academic Student Conference ASTUCON 2017 in Cyprus during 15-19 November 2017 and a free participation to the PITCH BOOT-CAMP which took place during ASTUCON plus one night accommodation. Second and third prizes will receive tablets. Those participating in the workshops will receive a certificate and useful hints for creating the best portfolio.

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### **Analysis of the Indicators**

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Note: The number of multiplier events approved for funding decreased to half so some indicators are affected (like indicators 11, 16)

#### **INDICATOR 1 – SCHEDULE PERFORMANCE INDEX**

**Type of Indicator:** Project Management Level

**Target:** Cost of work performed = Budgeted cost of work scheduled

The total cost of work performed was a bit higher than the budgeted cost of work scheduled. In order to ensure the Edipus DDP, the partnership undertook to organize pilot testing phases for the Digital Portfolio Portal (DPP). This activity was not included to the project budget.

#### **INDICATOR 2 – COST PERFORMANCE INDEX**

**Type of Indicator:** Intellectual Outputs

**Target:** Cost of work performed = Actual cost of work performed

The total cost of work performed was equal to the actual cost of work performed.

#### **INDICATOR 3 – NUMBER OF MEETINGS CARRIED OUT**

**Type of Indicator:** Project Management Level

**Target:** 5 transnational meetings

The number of meeting carried out was 5. Target reached

- Meeting 1, 11 – 12 December 2015, Nicosia, Cyprus
- Meeting 2, 6-7 June 2016, Rome, Italy
- Meeting 3, 15 December 2016, Athens, Greece
- Meeting 4, 6 May 2017, Graz, Austria
- Meeting 5, 7-8 September 2017, Larnaca, Cyprus

#### **INDICATOR 4 – NUMBER OF DELIVERABLES SUBMITTED ON TIME**

**Type of Indicator:** Project Management Level

**Target:** 100%

There was a small delay in delivering the O1 but this had no negative impact on the project implementation.

#### **INDICATOR 5 – NUMBER OF BUDGET REVISIONS**

**Type of Indicator:** Project Management Level

**Target:** 0

1 Budget Amendment request was made to the National Agency and approved. Other budget changes are within the allowance of the 20% deviations.

#### **INDICATOR 6 – NUMBER OF REALLOCATION OF RESPONSIBILITIES**

**Type of Indicator:** Project Management Level

**Target:** <10%

The only reallocation that took place was the EDIPUS data base development which was under the coordination of P9 but for practical reasons the technical development was undertaken by P1, the project leader and P9 prepared the design. This was necessary as the EDIPUS portfolio developed by P1 had to

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use the same technology and server specifications as the data base for communications reasons and developing this in two different countries would have cause many technical problems. This was agreed in the first meeting of the project within the partnership.

#### **INDICATOR 7 – NUMBER OF EVENT ORGANIZED PER PARTNER**

**Type of Indicator:** Project Quality and Impact Level

**Target:** 1 local multiplier event

Target reached

#### **INDICATOR 8 – NUMBER OF TRAININGS PROVIDED**

**Type of Indicator:** Project Quality and Impact Level

**Target:** 100%

Target reached

#### **INDICATOR 9 – NUMBER OF VISITS OF THE PROJECT WEBSITE**

**Type of Indicator:** Project Quality and Impact Level

**Target:** >60 unique visits per month

Target reached

**2015** | November 2015: 72 - December 2015: 138

**2016** | January 2016: 356 - February 2016: 211 - March 2016: 361 - April 2016: 332 - May 2016: 354  
June 2016: 356 - July 2016: 156 - August 2016: 88 - September 2016: 226 - October 2016: 140  
November 2016: 200 - December 2016: 173

**2017** | January 2017: 267 - February 2017: 747 - March 2017: 1482 - April 2017: 458 - May 2017: 481

June 2017: 503 - July 2017: 822 - August 2017: 379 – September 2017: 309 – October 2017: 299

#### **INDICATOR 10 – NUMBER OF STAKEHOLDERS REACHED**

**Type of Indicator:** Project Quality and Impact Level

**Target:** >100.000 (hundred thousands)

Target reached

#### **INDICATOR 11 – NUMBER OF STUDENTS TRAINED**

**Type of Indicator:** Project Quality and Impact Level

**Target:** >250

Target reached (252 in total)

#### **INDICATOR 12 – ATTENDANCE RATE AT THE TRAININGS DELIVERED**

**Type of Indicator:** Project Quality and Impact Level

**Target:** >90%

Target reached

#### **INDICATOR 13 – NUMBER OF PARTICIPANTS MAKING USE AND ACCESSING THE DPP AND DDP**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** 100

Target reached (434 registered users)

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#### **INDICATOR 14 – NUMBER OF UNIVERSITY SERVICES OR OTHER INSTITUTIONS PROMOTING AND EMBRACING THE DPP**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** 100

51 Sites have active links to the EDIPUS DPP. Not possible to find further evidence for measuring fully this indicator.

#### **INDICATOR 15 – NUMBER OF EMPLOYERS ACCESSING THE DDP TO VIEW STUDENT PROFILES**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** 40

Target reached (43 registered companies)

#### **INDICATOR 16 – NUMBER OF PEOPLE THAT ATTENDED THE LOCAL EVENTS PER COUNTRY**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** 95

Target reached (Pilot Workshops: 252 students / Multiplier Events: 183)

#### **INDICATOR 17 – SUGGESTIONS MADE FROM MEMBERS OF THE TARGET GROUPS PARTICIPATING IN THE PILOT PHASE FOR THE TRAINING COURSE**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** <15

Piloting reports were considered and recommendations have been implemented where technically possible.

#### **INDICATOR 18 – NUMBER OF RISKS WITH HIGH, MEDIUM AND LOW IMPACT WHICH THE PARTNERS ADDRESSED**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** <1-2

Some problems for a good timing of Multiplier Events were raised. Some changes in planning were made and the NA was informed and approved. In some partner countries the participation was more than expected and in some it was less.

#### **INDICATOR 19 – NUMBER OF RISKS THE PARTNERS AVOIDED THROUGH THE IMPLEMENTATION OF PREVENTIVE ACTIONS**

**Type of Indicator:** Monitoring and Evaluation of performance rate

**Target:** 100%

Changing dates for ME has helped some partners.