



CBE Sud Luberon Val de Durance Presentation

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WP 1 - Project management

Quality Assurance & Evaluation Plan



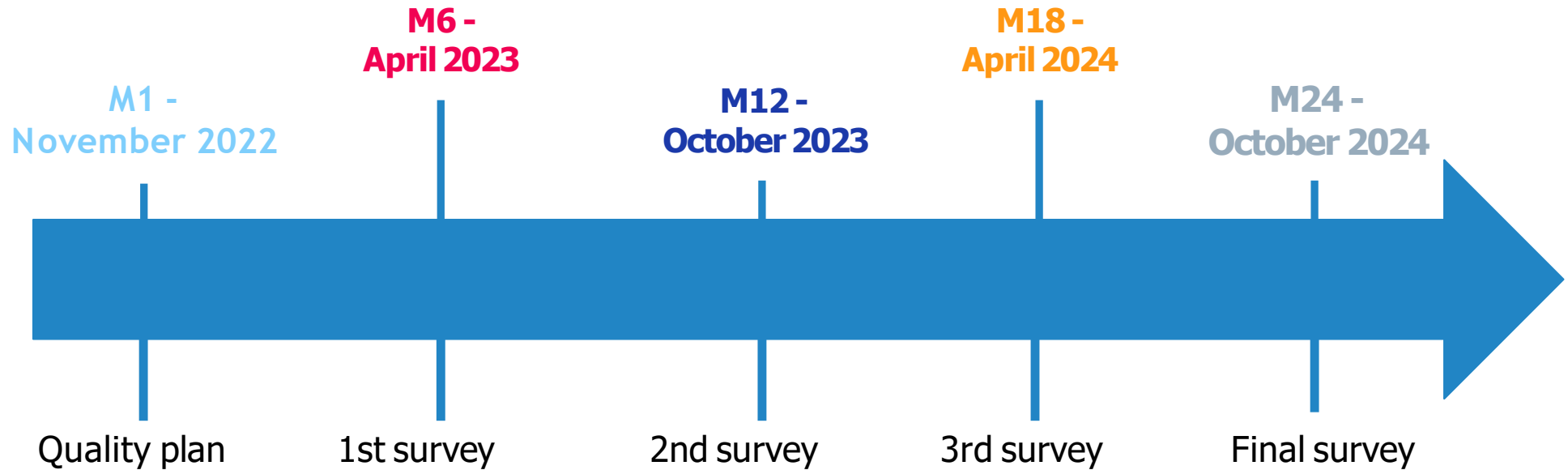
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Objectives of the Quality Assurance

<p>Objective : Documentation management</p> <p>Preparation of the contracts and supporting documents Indicator : contacts sent to partners and NA</p> <p>Collection of necessary documents Indicator : contracts collected</p> <p>Preparing interim and final reports for NA Indicator : reports and approved by NA</p> <p>Management of the travel documents / attendance lists / certificates Indicator : document scanned and uploaded to a cloud original copies archived</p>	<p>Objective : Coordination of work</p> <p>Task division Indicator : management and task division plan</p> <p>Co-operation between partners Indicator : correspondence between partners through established communication channels</p>
<p>Objective : Budget management</p> <p>Budget control Indicator : analysis of eligible costs, no deficit, punctual budget realization</p> <p>Co-operation between partners Indicator : money transfers according with schedule</p>	<p>Objective : Ongoing monitoring and risk assessment</p> <p>Minimization of risks Indicator : risk analysis</p> <p>Conflict management Indicator : the strategy of conflict resolution discussed during the kick-off</p> <p>Monitoring the working process Indicator : punctual tasks completing, communication between partners, quality control through surveys</p>

Internal quality control



The different surveys serve as a base for quality assurance but there will be a continuous quality assessment matching the key moments of the project development to ensure the quality of the project.

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Content of the quality assurance



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Content of the quality assurance

- ▷ Project performance quality : informations on the quality of activities performed collected regularly during the project lifecycle
- ▷ Collaboration quality : analysis of the engagement of organisations (project/stakeholders/target-groups and users)
- ▷ Resources use and management quality : analysis of which monetary and non-monetary contributions, assets and resources available are being used
- ▷ Information management quality : analysis of how the project consortium refines and handles the information in which the project depends
- ▷ Project results quality : quality of the deliverables, which are usually anchored in high research and empirical standards
- ▷ Service/product provision quality : analysis on the demands, expectations and needs from the target groups of the project
- ▷ Promotion and exploitation quality : analysis of the planning and implementation of the promotion and exploitation strategy

Quality assessment tools

- ▷ Internal surveys
- ▷ Continuous quality assessment matching the **key moments of the project development**
- ▷ Observations
- ▷ **Feedbacks** from partners, stakeholders and target-groups, particularly the LTTA
- ▷ **Evaluation** of the project results
- ▷ For WP2 (Skills4Life Serious Game Design, Development and Validation) : the reference will be the actual available scientific background and best practices for pedagogically-driven for SG



Quantitative indicators for WP quality assessment

- ▷ WP 2 :Skills4Life SG Design, Development and Validation
 - 4 topics of 8 levels of 60 min + 60 min of self-exploration
 - 140 participants
 - 25 young adults in institutionalised or alternative care / country
 - Stakeholders involved in testing process : 5 per country
 - 14 adult educators attending the LTTA in France

- ▷ WP 3 :Skills4Life Training Package for Adult Educators
 - 30 participants min / multiplier event (1 in each consortium's country)

- ▷ WP 4 :Skills4Life Community Engagement and Outreach
 - 35 target group representative at the final Conference

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Qualitative indicators for W P quality assessment

- ▷ WP2 - Serious Game
 - Quality assessment of the **testing by partners and target groups**. **Between 80 and 100% of satisfaction to reach** : easiness of use, accessibility guidelines.

- ▷ W P 3 - Skills4Life Training Package for Adult Educators
 - Satisfaction assessment, quality assessment and **feedbacks** from targets. Between 80 and 100% of satisfaction to reach.

- ▷ W P 4 - Skills4Life Community engagement and outreach
 - **Impact** of the policy paper on stakeholders, policy and decision-makers
 - **Recommandations took into account**

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Consortium contribution

Each survey will be conducted by CBE SL but :

- each partner will be in charge to **fill in the form** created for his organisation
- we will **share the results and quality report** with the consortium : remarks are welcome if needed
- results will be a base to control the quality and implementation of the project. They will indicate **areas of improvement** for the project
- each survey and report will serve as a **base for the final report**

Thanks !
Any questions ?

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