

Promoting Youth Employment in Remote Areas in Jordan / Job-Jo

Project Number: 598428-EPP-1-2018-JO-EPPKA2-CBHE-JP

Work Package 4 – Quality



Co-funded by the
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of the European Union

Evaluation Report of the
Second Management Meeting, 26 to 27 August 2019



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1. Introduction

This report concerns the management meetings that took place in Leipzig, between the 26th and the 27th of August, 2019.

This was the second Management Meeting of the Job-Jo Project. The Project, under the name “Promoting youth employment in remote areas in Jordan / Job-Jo”, and number 598428-EPP-1-2018-1-JO-EPPKA2-CBHE-JP, has an Erasmus + grant and is expected to be developed for 36 months (between 15 November 2018 and 14 November 2021). Its aim is to promote employment in Jordan poor remote areas. It proposes the (re)qualification of unemployed graduate young people, with a special focus on women.

By itself, the project will set a network of stakeholders supported by the common goal of the promotion of employment. The Project visibility is locally maintained by the Business Service Network Bureau (BSNB, in five Jordan Universities) and reinforced by the Job-Jo Website and Facebook page. Organized in six Work Packages (Preparation, Development, Quality, Dissemination and Exploitation and Management), the Project Coordinator, Mutah University, has attributed their coordination to some of the partners (Table 1).

Table 1. Job-Jo Partners and Work Packages Coordination

Co-beneficiary Institutions	Initials	City / Country	Work Package Coordination
AL-HUSSEIN BIN TALAL UNIVERSITY	AHU	MA'AN / JO	
GREATER ALKARAK MUNICIPALITY	GKM	ALKARAK / JO	
HOCHSCHULE FUR TECHNIK WIRTSCHAFT UND KULTUR LEIPZIG	HTWKL	LEIPZIG / DE	Development (WP2)
INSTITUTO SUPERIOR DE LEIRIA - ISLA LEIRIA	ISLA	LEIRIA / PT	Quality (WP4)
Int@E UG	Int@E	LEIPZIG / DE	
JORDAN UNIVERSITY OF SCIENCE AND TECHNOLOGY	JUST	IRBID / JO	Networking, Start-up activities (WP2)
MINISTRY OF PUBLIC WORKS AND HOUSING	MPWH	AMMAN / JO	
TAFILA TECHNICAL UNIVERSITY	TTU	TAFILA / JO	
UNIVERSITY OF CYPRUS	UC	NICOSIA / CY	Development (WP3) Co-leadership of WP4
UNIVERSITY OF JORDAN	UJ	AMMAN / JO	Dissemination & Sustainability (WP5)

Co-beneficiary Institutions	Initials	City / Country	Work Package Coordination
Project Coordinator			
MUTAH UNIVERSITY LTD	MU	KARAK / JO	Management (WP6)

2. Second Management Meeting Participants and Meeting Agenda

The meeting date was proposed in the kick-off meeting and its Agenda was sent to all participants circa 3 months ahead of the meeting, for analysis and feedback. The final meeting Agenda was distributed 10 days before the event and partners were asked to send their presentations in advance.

Table 2. List of participants in the Second Management Meeting

Name		26 of August	27 of August
Professor Omer Nawaf Khaled Maaitah; Coordinator	Mutah University	Yes	Yes
Dr. Mohammad R. O. Al Majali; Technical Manager	Mutah University	Yes	-
Dr. Njoud Omar Khalaf Almaaitah; IT Manager	Mutah University	Yes	Yes
Dr. Mohammad Suleiman A. Q. Saraireh; Tendering	Mutah University	Yes	Yes
Jum Ebdah	INT@E	Yes	-
Riyadh Qashi	INT@E	Yes	-
Evangelia Vanezi	UCY	Yes	Yes
Dr. Ahmed S. A. Al-Salaymeh; Contact person UJ	University of Jordan	Yes	Yes
Kholoud Hassouneh; Assistance UJ	University of Jordan	Yes	Yes
Prof Mohammad Almahasneh; Contact person TTU	Tafila Technical University	Yes	Yes
Dr. Eyad Kh.Sh. Almaita; Assistance TTU	Tafila Technical University	Yes	-
Zubayda Riyad Abdallah Almadadha Contact person GKM	Greater Al Karak Municipality	Yes	-
Ghadeer Nawaf Khaled Alma'aitah; Assistance GKM	Greater Al Karak Municipality	Yes	-
Dr. Suleiman Ahmad S. Al khattab; Contact person AHU	Al Hussein Bin Talal Univesrity	Yes	Yes
Dr. Bassam Salim Abdel Abu Karaki; Assistance AHU	Al Hussein Bin Talal Univesrity	Yes	Yes

Name		26 of August	27 of August
Dr. Fahmi Ahmed Abu Al-Rub; Contact person JUST	JUST	Yes	Yes
Professor Isabel Maria Vilaça Tavares Campos	ISLA	Yes	Yes
Dr. Lurdes JL Castanheira	ISLA	Yes	Yes
Prof. Klaus Haenszgen	HTWK	Yes	Yes
Prof. Dr. Ing Yaarob Al Ghanem	HTWK	Yes	Yes
Maria Masold	HTWK	Yes	Yes
Dr. Oleg Krikotov	HTWK	Yes	-
Amelie Feicke	HTWK	Yes	Yes

Note: See both Attendance Sheets in ANNEX 1

3. Evaluation Survey

The questionnaire was designed for the first meeting and will be used all through the project to guarantee comparability between the meetings. In the first report, the characteristics of the questionnaire were specified, and we will not elaborate on them any further. Still, it should be noted that its design contemplates three main areas: organization of the meeting, Results, and Leading Partners reflections.

3.1. Dissemination of the Survey and Respondents

The survey was online (in Google Forms, see ANNEX 2) from the 27th of August to the 10th of September. Its link was sent to the Project Coordinator to be distributed to the meeting participants and a reminder was sent to everybody in the 2nd and on the 9th of September. In the 11th of September the survey was blocked and no more answers were recorded.

There are 30 answers and all respondents identified the organization. Still, no respondent identified him/herself as belonging to HTWK.

3.2 Results

The data was analyzed with IBM SPSS Statistics 25. The global conclusion is that the meeting was perceived as very well organized, with clear positive Results and some room to improvement.

We will present the quantitative and the qualitative data separated.

3.2.1. Quantitative Analysis

Concerning the Organization of the meeting, the general mean evaluation is high (M=3,31, SD=0,57). As can be seen in Table 3, the average evaluation to each item is between 3,27 and 3,33 and the mode is 3. Considering the response scale (from 1 to 4), we can conclude that most participants considered that it was a well-organized meeting.

In fact, they report that the purpose of the meeting was clear (M=3,30, SD=0,65), the important issues were duly considered (M=3,37, SD=0,61), the distribution of the meeting agenda was on time (M=3,30, SD=0,70) and well organized (M=3,33, SD=0,61), with a fair distribution of presentation time (M=3,27, SD=0,64) and of discussion opportunity (M=3,27, SD=0,64) or time (M=3,30, SD=0,70) and the meeting space was adequate (M=3,30, SD=0,57).

Table 3. Descriptive Statistics of Part I: Organization of the Meeting

	Mean	SD	Mode	Min	Max
Organization of the meeting (aggregated value)	3,31	0,57	3	2	4
The purpose of the 2nd management meeting was clear	3,30	0,65	3	2	4
All relevant issues were contemplated in the meeting agenda	3,37	0,61	3	2	4
The agenda was timely distributed	3,30	0,70	3 ^a	2	4
The presentations sequence was adequate	3,33	0,66	3	2	4
The time attribution to each presentation was adequate	3,33	0,61	3	2	4
The discussion opportunities were adequate	3,27	0,64	3	2	4
The amount of discussion time was adequate	3,30	0,70	3 ^a	2	4
The meeting room and the equipment were adequate	3,30	0,70	3 ^a	2	4

^a. There are several Modes. The smallest value is shown

As could be expected from the analysis of descriptive statistics, the majority of respondents were Totally in Agree to the statements and no person was, in Totally Disagreement (Table 4). The main aspect that congregates the least accord was the amount of time dedicated to the discussion. In concrete, 40% of participants manifested their perception that longer time to debate would have been appreciated.

Table 4. Distribution of Responses of Part I: Organization of the Meeting

	Totally agree		Agree		Partially agree		Totally disagree	
	N	%	N	%	N	%	N	%
The purpose of the 2nd management meeting was clear	12	40	15	50	3	10		
All relevant issues were contemplated in the meeting agenda	13	43	15	50	2	7		
The agenda was timely distributed	13	43	13	43	4	13		
The presentations sequence was adequate	13	43	14	47	3	10		
The time attribution to each presentation was adequate	12	40	16	53	2	7		
The discussion opportunities were adequate	11	37	16	53	3	10		
The amount of discussion time was adequate	13	43	13	43	4	13		
The meeting room and the equipment were adequate	13	43	13	43	4	13		

Concerning the Results of the meeting, the evaluation is high ($M=3,30$, $SD=0,7$) but there is less consensus (Table 5). The mean varies between 3,20 and 3,40 but the dispersion measures are higher than in the assessment of the Organization. The short-term tasks and objectives are perceived as clear ($M=3,30$, $SD=0,65$ and $M=3,40$, $SD=0,67$, respectively) but longer responsibilities were less consensual when considering their immediately apparent aims ($M=3,23$, $SD=0,73$ and $M=3,20$, $SD=0,76$).

The analysis of the distribution of responses allows for some clarification (Table 6).

For, at least, half the participants, the meetings were Totally beneficial. The majority of the remaining persons felt that the results were positive but there is room for improvement.

Table 5. Descriptive Statistics of Part II: Results (of the Meetings)

	Mean	SD	Mode	Min	Max
Results of the meeting (aggregated value)	3,30	0,64	4	2	4
Each partner's role in the project is clear	3,27	0,78	4	2	4
The role of my organization in the project is clear	3,40	0,67	4	2	4
Short term tasks (until the next meeting) are clear	3,30	0,65	3	2	4
Short term objectives (until the next meeting) are clear	3,40	0,67	4	2	4
Long and medium-term tasks are clear	3,23	0,73	3	2	4
Long and medium-term objectives are clear	3,20	0,76	3 ^a	2	4

^a. There are several Modes. The smallest value is shown

Table 6. Distribution of Responses of Part II: Results (of the Meetings)

	Totally agree		Agree		Partially agree		Totally disagree	
	N	%	N	%	N	%	N	%
Each partner's role in the project is clear	14	47	10	33	6	20	14	47
The role of my organization in the project is clear	15	50	12	40	3	10	15	50
Short term tasks (until the next meeting) are clear	12	40	15	50	3	10	12	40
Short term objectives (until the next meeting) are clear	15	50	12	40	3	10	15	50
Long and medium-term tasks are clear	12	40	13	43	5	17	12	40
Long and medium-term objectives are clear	12	40	12	40	6	20	12	40

3.2.4 Qualitative Analysis

The qualitative data (Table 7) was collected through the open-ended questions in each of the three parts. It should be noticed that there is a considerable participation, especially when the invitation is directed to the leading members (Part III). This is a very positive output to register since respondents of questionnaires typically offer little qualitative contributions.

The only suggestion made concerns the arrangement of the room stating that a round table (probably as the ones in the kick-off meeting) is a better option.

Table 7. Qualitative Data

	N	Comments
Part I: Do you have any suggestion . . . in terms of its organization	1	- Round table is better
Part II: Do you have any suggestion . . . in terms of results	0	-
Part III: First task	13	<ul style="list-style-type: none"> - Arranging 2 rooms for the business center where machines to be installed. - Availing (2) rooms for the equipment to be installed. Contact the stakeholders to get feedback on their needs - Distributing Survey - Leading of project - Management - Meeting jobless - MU the leader of project - Preparing one room and one office for communications with the companies at the Business and Economics college - The organization of the next management meeting in January 2020 in Portugal - Training plan at int@e
Part III: Second task	12	<ul style="list-style-type: none"> - Controlling the execution of all project activities according to the defined quality plan - Cyprus Training - end of november - First Version for Business Plan - Meeting jobless - My one is regard to technical issues - Organizing dissemination meeting and orientation day with beneficiaries in Maan. - Organizing workshop and job fair at the university premises. - Preparing the relevant corresponding letters to the management - Survey distributing - Training center - Training management - WP6
Part III: Third task	12	<ul style="list-style-type: none"> - Wp6 - Training material - by end of December - Training - Selecting staff and students for training. Constraints: identifying the selection criteria. - Publishing the link on the university home page. - Participation in dissemination tasks. - Organizing local job fair for the graduate and final year students - Next meeting at Portugal - Making workshop training - Dissemination activities - Control and coordination - Capacity building

Note. All statements are considered, but the presentation order is alphabetized.

4. Conclusion

The data collected through the Evaluation Survey allow us to state that, regarding the Organization of the Kick-off Meeting - Part I of the questionnaire - the partners evaluated the meetings as well organized, with clear objectives, carried out in an adequate space and with enough time for presentation and discussion of each WP.

Nevertheless, it was suggested that a round table would be more adequate. In fact, the meeting took place in an amphitheater, facing the speaker and with less opportunity to see all the participants.

Concerning the Results - Part II of the questionnaire - the partners evaluated the meetings as beneficial, considering that their tasks in the short term were clarified.

Regarding the systematization of the work to be carried out by each partner - Part III of the questionnaire – it seems that each partner is well aware of his short and medium to long term tasks and objectives.

ANNEX 1: Attendance Sheets

Promoting Youth Employment in Remote Area in Jordan/Job-Jo (598428-EPP-1-2019-Jo-EPPKA2-CEHE-JP)

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

Attendance sheet

Title of Meeting: Management Meeting Place of Meeting: HTWK-Leipzig-Germany

Date: 26 August, 2019

No.	Name of participant	Institute of Participant	Email	Telephone	Signatures
1	Prof. Omer Nawaf Khaled Maaitah Coordinator	Mutah University	Maaitah_noor@hotmail.com	00962796629922	[Signature]
2	Dr. Mohammad R. O. Al Majali Technical Manger	Mutah University	m_r_almajali@yahoo.com	009627963670	[Signature]
3	Dr. Njoud Omar Khalaf Almaaitah IT manger	Mutah University	Njoudmarib@mutah.edu.jo	+962795018923	[Signature]
4	Dr. Mohammad Suleiman A. Q. Saraireh	Mutah University	svrajreh_2000@yahoo.com	+96277531531	[Signature]
5	Dr. Ali Omar Mohammed Alqudah Financial manger	Mutah University	-	.79531434	[Signature]
6	Jum. Ebdah	INT@E	jum@bdah@gmail.com	-	[Signature]
7	Riyadh Qashi	INT@E	al3a3k25@hotmail.com	-	[Signature]
8	Evangelia Vanezi	UCY	evanr701@cs.ucy.ac.cy	003572092089	[Signature]
9	Dr. Ahmed S.A. Al-Salaymeh Contact person UJ	University of Jordan	salsaymeh@ju.edu.jo	077764724	[Signature]
10	Kholoud Hassouneh Assistance UJ	University of Jordan	k.hassouneh@ju.edu.jo	0798513470	[Signature]
11	Prof Mohammad Almahasneh Contact person TTU	Tafila Technical University	maherneh7@gmail.com	0770339330	[Signature]
12	Dr. Eyad Kh.Sh. Almaita	Tafila Technical University	eyad.k.almaita@gmail.com	0962772888	[Signature]
13	Zubayda Riyad Abdallah Almadadha Contact Person GKM	Greater Al Karak Municipality	zubaida_almadadha@yahu	00962779685224	[Signature]

Promoting Youth Employment in Remote Area in Jordan/Job-Jo (598428-EPP-1-2019-Jo-EPPKA2-CEHE-JP)

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26-Aug-2019

14	Ghadeer Nawaf Khaled Alma'aith Assistance GKM	Greater Al Karak Municipality	ghadeer		[Signature]
15	Dr. Suleiman Ahmad Suleiman Al Khattab Contact Person AHU	Al Hussein Bin Talal University	dr_alkhattab@ahu.edu.jo	03627863126	[Signature]
16	Dr. Bassam Salim Abdel Salam Abu Karak Assistance AHU	Al Hussein Bin Talal University	abukaraki@ahu.edu.jo	+9627799386646	[Signature]
17	Ghaith Nayef Abdo ALNawaiseh Contact person MPWH	Ministry of Public Works and Housing			[Signature]
18	Dr. Fahmi Ahmed Abu Al-Rub Contact person JUST	JUST	abufahmi@just.edu.jo		[Signature]
19	Dr. Anas Abdel-Ra'ouf Mahmoud Assistance JUST	JUST			[Signature]
20	Prof. Isabel Maria Vilaça Tavares Campos	ISAL			[Signature]
21	Dr. Lurdes de Jesus Leite Castanheira	ISAL	lurdes.castanheira		[Signature]
22	Prof. Klaus Hänßgen	HTWK	klaus.haensgen@htwk-leipzig.de	+49 341 3276 6610	[Signature]
23	Prof. Dr.-Ing. Yaarob Al Ghanem	HTWK	yaarob.al.ghanem@htwk-leipzig.de		[Signature]
24	Frau Flach	HTWK			[Signature]
24	Maria Masold	HTWK	masold.mt@gmail.com		[Signature]
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26	Amelie Feicke	HTWK	amelie.feicke@stud.htwk-leipzig.de	+49 174 63 7765	[Signature]
27	Sike Mühl	HTWK			[Signature]
28	Muzem D. Ghann	INT@E			[Signature]
29	Majdulen sbahat	University of Jordan	m.sbahat@ju.edu.jo	0790234309	[Signature]
30	Rasha Al-Bek	CJ	Rashaalbak13@gmail.com	96279681037	[Signature]
31	Hanan Hasan	HTWK		0740537142	[Signature]

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26-08-2019

32	Sameeh Al-Sayegh	Mutah Univ	Sameeh Sayegh al jobjo		
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34	M. Saif Al-Mughe		Jordan Univ of Science & Tech		779161515
35					
36					

Promoting Youth Employment in Remote Area in Jordan/Job-Jo
(598428-EPP-1-2019-Jo-EPPKA2-CEHE-JP)

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Attendance sheet

Title of Meeting: Management Meeting Place of Meeting: HTWK-Leipzig-Germany

Date: 27 August, 2019

No.	Name of participant	Institute of Participant	Email	Telephone	Signatures
1	Prof. Omer Nawaf Khaled Maaithah Coordinator	Mutah University	Maaithah_noor@hotmail.com	00962796629922	
2	Dr. Mohammad R. O. Al Majali Technical Manger	Mutah University			
3	Dr. Njouad Omar Khalaf Almaaitah IT manger	Mutah University	njouadmaitah@mutah.edu.jo	7962795818985	
4	Dr. Mohammad Suleiman A. Q. Saraireh	Mutah University	Sarayreh_2000@yahoo.com	+962797551511	
5	Dr. Ali Omar Mohammed Alqudah Financial manger	Mutah University		7955114661	
6	Jum. Ebdah	INT@E			
7	Riyadh Qashi	INT@E			
8	Evangelia Vanezi	UCY	evangelia@ucy.ac.cy	00357 999 22692684	
9	Dr. Ahmed S.A. Al- Salaymeh Contact person UJ	University of Jordan	salaymeh@ju.edu.jo	0771644364	
10	Kholoud Hassouneh Assistance UJ	University of Jordan	k.hassouneh@ju.edu.jo	0798513470	
11	Prof Mohammad Almahasneh Contact person TTU	Tafila Technical University	Mohammad33@yahoo.com		
12	Dr. Eyad Kh.Sh. Almaita	Tafila Technical University			
13	Zubayda Riyad Abdallah Almadadha Contact Person GKM	Greater Al Karak Municipality			

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27 Aug

14	Ghadeer Nawaf Khaled Alma'aitah Assistance GKM	Greater Al Karak Municipality			
15	Dr. Suleiman Ahmad Suleiman Al Khattab Contact Person AHU	Al Hussein Bin Talal University	dr.salkhattab@alhussein.edu.jo	077963124	
16	Dr. Bassam Salim Abdel Salam Abu Karak Assistance AHU	Al Hussein Bin Talal University	abulkaraki@alhussein.edu.jo	062799386646	
17	Ghaith Nayef Abdo ALNawaiseh Contact person MPWH	Ministry of Public Works and Housing			
18	Dr. Fahmi Ahmed Abu Al-Rub Contact person JUST	JUST	abualrub@just.edu.jo		
19	Dr. Anas Abdel-Ra'ouf Mahmoud Assistance JUST	JUST			
20	Prof. Isabel Maria Vilaça Tavares Campos	ISAL			
21	Dr. Lurdes de Jesus Leite Castanheira	ISAL			
22	Prof. Klaus Hänßgen	HTWK	Yaarob.ALGHANEM@HTWK-LEI.PZIG.DE		
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24	Frau Flach	HTWK			
24	Maria Masold	HTWK	masold.mf@gmail.com		
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30					
31					

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Erasmus+ Programme of the European Union

27 Aug

32	Sameeh Saragel	Jordan Univ.	Sameeh_Saragel@ju.edu.jo		
33					
34					
35					
36					

ANNEX 2: Evaluation Survey

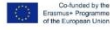


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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

We ask your kind collaboration to evaluate the Job Jo 2nd Management Meeting. This evaluation survey has three parts. The first two are to all participants; the last part is addressed to partners with a leading role in any of the Work Packages.



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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

* Required

Identification

Please identify your University/ Organization *

- Mutah University
- Jordan University of Science and Technology
- Greater Karak Municipality
- Al-Hussein Bin Talal University
- University of Jordan
- Taffia Technical University
- Ministry of Public Works and Housing
- Hochschule für Technik Wirtschaft und Kultur Leipzig
- INT@EUG
- Instituto Superior de Leiria - ISLA Leiria
- University of Cyprus

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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

* Required

Part I: Organization of the meeting

Agenda preparation *

	Totally disagree	Partially agree	Agree	Totally agree
The purpose of the 2nd management meeting was clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All relevant issues were contemplated in the meeting agenda	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The agenda was timely distributed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The presentations sequence was adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The time attribution to each presentation was adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Meeting development *

	Totally disagree	Partially agree	Agree	Totally agree
The discussion opportunities were adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The amount of discussion time was adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The meeting room and the equipment were adequate	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any suggestion to further improve the functioning of the next meeting, in terms of its organization? If so, please share them with us.

Your answer

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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

* Required

Part II: Results

	Totally disagree	Partially agree	Agree	Totally agree
Each partner's role in the project is clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The role of my organization in the project is clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Short term tasks (until the next meeting) are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Short term objectives (until the next meeting) are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Long and medium-term tasks are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Long and medium-term objectives are clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any suggestion to further improve the functioning of the next meeting, in terms of the results? If so, please share them with us.

Your answer

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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

Part III: Leading Partners

This area is reserved to partners with a leading role in any of the Work Packages. We invite you to share your opinion on the tasks, deadlines, and possible constraints associated with your organization's role until the next meeting. Please focus only on the main tasks (three at most).

What tasks are under your organization responsibility until the next meeting? Please identify the **FIRST** task, the associated deadline (if applicable) and the main constraints (if applicable).

Your answer

What tasks are under your organization responsibility until the next meeting? Please identify the **SECOND** task, the associated deadline (if applicable) and the main constraints (if applicable).

Your answer

What tasks are under your organization responsibility until the next meeting? Please identify the **THIRD** task, the associated deadline (if applicable) and the main constraints (if applicable).

Your answer

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Job Jo 2nd Management Meeting - Leipzig - 26 and 27 of August 2019

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